

# **Contract**

# **Attachments**

**ATTACHMENT #1**

**PERFORMANCE WORK STATEMENT  
FOR  
OFFICE AND ADMINISTRATIVE SERVICES**

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## TECHNICAL DEFINITIONS

**GOV.** Government owned vehicle.

**NHI.** FHWA's National Highway Institute.

**USPS.** United States Postal Service.

## SPECIFIC TASKS UNDER OFFICE AND ADMINISTRATIVE SERVICES

### 1. OFFICE AND ADMINISTRATIVE SERVICES

- 1.1 **Mail Distribution and Messenger Service.** The Contractor shall provide sufficient manpower to maintain mail service for approximately 300 TFHRC personnel. The current mail schedule is as follows: 8:00~ 9:00 a.m., 12:30~1:00 p.m., and 3:30~4:00 p.m. for pickup and distribution of U.S. Mail and interoffice mail to designated mail stops within TFHRC (approximately 25 mail stops shown under Representative Mail Stops in this attachment).

Two daily, courier mail service round trips between TFHRC and (approximately 20 detailed stops shown under Representative Mail Stops) Nassif as follows: 1) leave TFHRC for Nassif at 9:00 a.m. - return by 11:00 a.m., and 2) leave TFHRC for Nassif at 1:00 p.m. - return by 3:00 p.m. for pickup, sorting, and distribution of interoffice mail. While at the Nassif Building, collect request for impress funds and travel vouchers. The Contractor is responsible for all funds and airfare tickets signed for by the courier until a Government official has received and signed to assume the liability. The mail, funds and vouchers picked up from the last run must be delivered at TFHRC before 4:30 p.m. that day. The times of mail service are critical; before leaving TFHRC (not before 9 AM on the first run and not before 1 PM on the second run) for the Nassif Building, Room T306 must be the last stop. Before returning to TFHRC from the Nassif Building (not before 10:30 a.m. on the first run and not before 2:30 p.m. on the second run), the courier's last stop must be Rm. 4103.

- 1.1.1 All official Government mail shall be weighed and metered using equipment provided by USPS before being mailed.

Maintain the TFHRC mail room with sorting bins, mail sacks and mail delivery carts.

Operate a Government-Owned Vehicle for all trips between TFHRC and the Nassif Building.

Perform additional emergency mail trips when such situations exist (between 2~10 times a year).

**Note:** Currently the FHWA's NHI is temporarily located (until spring 1998) in Ballston, VA. The above trips will include stops at NHI. During the spring of 1998, NHI will relocate to the 7th and 8th floors at 4600 N. Fairfax St., Arlington, VA.

- 1.2 **Shipping and Receiving.** The Contractor shall provide sufficient manpower for delivery service consisting of furniture, boxes, reports, computer equipment within TFHRC and occasional passenger transport (in the above GOV) within the DC Metro area. The workforce shall be sufficient to provide shipping and receiving activities including packaging material for shipping out and for unpacking and delivery of material received. The Contractor shall be responsible for pickup of materials and supplies purchased locally in order to service this contract. These pickups shall be performed using a GOV.

- 1.2.1 Maintain the consumable supplies/parts inventory, issue supplies/parts to maintenance and janitorial staff, provide a weekly inventory usage and inventory count by 9:00 a.m. Monday each week.
- 1.2.2 In receiving shipments from vendors, mail trucks, UPS, and courier mail, the shipping and receiving clerk will check items received against freight bills, note discrepancies, and sign bills to verify receipt. Match shipment received to acquisition documents if required.
- 1.2.3 Records will be maintained showing signed-for items that have been received in shipping and delivered to appropriate office with a customer signature as proof of delivery. All items must be delivered within 24 hours (or the next business day) of receipt in the shipping/receiving office.
- 1.3 **Administrative Services.** The Contractor shall provide administrative support services within the facility maintenance office. This service shall generally consist of administrative office duties, i.e., typing, filing, report preparations, inventory, supply ordering, receiving tenant service phone calls, and other similar type duties.
  - 1.3.1 Establish and maintain files for purchase orders and establish and maintain files for open-ended contracts for parts and materials.
  - 1.3.2 Maintain vehicle log and issue reports on mileage, repairs and scheduled maintenance of all GSA and facility controlled vehicles.
  - 1.3.3 Maintain reservation log book and issue keys daily for GSA vehicles used by TFHRC Government personnel for local travel.
- 1.4 **Advanced Logistic Support.** Provide two (2) Contractor employees at the Nassif Building to provide administrative and labor support to include, but not limited to administrative services, conference room set up, furniture assembly, messenger service, shipping and receiving, inventory control (bar coding), assist in property audits, office filing, ensure assigned GSA vehicles are maintained and cleaned. These services shall be provided between the hours of 7:30 a.m. and 4:30 p.m. Monday through Friday, with occasional overtime service required.

## SKILLS NECESSARY TO PERFORM

**SHIPPING/RECEIVING CLERK (#21100 Shipping/Receiving Clerk)** - performs clerical and physical tasks in connection with shipping goods of the establishment in which employed and receiving incoming shipments. In performing day-to-day, routine tasks, follows established guidelines. In handling unusual nonroutine problems, receives specific guidance from supervisor. May direct and coordinate the activities of other workers engaged in handling goods to be shipped or being received.

Shipping duties typically involve the following: verifying that orders are accurately filled by comparing items and quantities of goods gathered for shipment against documents; ensuring that shipments are properly packaged, identified with shipping information, and loaded into transporting vehicles; and preparing and keeping records of goods shipped, e.g., manifests, bills of lading.

Receiving duties typically involve the following: verifying the correctness of incoming shipments by comparing items and quantities unloaded against bills of lading, invoices, manifests, storage receipts, or other records; checking for damaged goods; ensuring that goods are appropriately identified for routing to departments within the establishment; preparing and keeping records of goods received.

**ADMINISTRATIVE ASSISTANT (#01118 General Clerk IV)** - uses some subject-matter knowledge and judgment to complete assignments consisting of numerous steps that vary in nature and sequence. Selects from alternative methods and refers problems not solvable by adapting or interpreting substantive guides, manuals, or procedures. Typical duties include assisting in a variety of administrative matters; maintaining a wide variety of financial or other records; verifying the statistical reports for accuracy and completeness; and handling and adjusting complaints. May also direct lower level clerks. Such positions (which may include supervisory responsibility over lower level positions) require workers to use a thorough knowledge of an office's work and routine to (1) choose among widely varying methods and procedures to process complex transactions; and (2) select or devise steps necessary to complete assignments. Typical jobs covered by this exclusion include administrative assistants, clerical supervisors, and office managers.

### **PERFORMANCE REQUIREMENTS SUMMARY (PRS)**

The following PRS tables exhibit:

1. List the PWS requirements that the Government will surveil. The absence of any contract requirement from the PRS shall not detract from its enforceability nor limit the rights or remedies of the Government under any other provisions of the contract, including the clauses entitled "Inspection of Services" and "Default."
2. Define the standard of performance for each listed service.
3. Set forth the maximum allowable deviation from standard performance for that service to be found acceptable. Performance that exceeds the standard will be rewarded in accordance with the payment computation formula described in Attachment #6 of the contract.
4. Set forth the surveillance methods (located under Section E of the contract) the Government will use to evaluate the contractor's performance for the listed tasks.
5. Set forth the amount of the incentive fee allowed for each performance indicator listed in the form "Incentive Fee Calculation."

### **PERFORMANCE REQUIREMENTS SUMMARY**

<b>1. OFFICE AND ADMINISTRATIVE SERVICES</b>		
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>	<b>MAXIMUM ERROR RATE*</b>
Provide shipping and receiving activities, pickup materials and supplies, maintain mail service, provide delivery service and administrative support services within the facility maintenance office.	As prescribed in the following pages.	10%*

\*Maximum allowable degree of deviation from the standard.

<b>1.1 MAIL DISTRIBUTION &amp; MESSENGER SERVICE</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Mail Service	Pickup, sort, distribute interoffice and US mail by scheduled times.

<b>1.2 SHIPPING AND RECEIVING</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Shipping and Receiving	Packaging material for shipping out the same day of request (except when special packaging boxes are needed)
	Delivery of all signed-for items received in 24 hours from acceptance in facility.
	Provide accurate inventory detail by 9:00 a.m. each Monday.

<b>1.3 ADMINISTRATIVE SERVICES</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Administrative Services	Reports (inventory management, receiving customer complaints, and work orders) are submitted accurately and on time.

<b>1.4 ADVANCED LOGISTIC SUPPORT</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Advanced Logistic Support	Provide personnel at the Nassif Building to perform wide range of request by the scheduled time of work order. These personnel shall be subject to the same standards shown above in 1.1, 1.2, and 1.3.
	Conference rooms are set-up 30 minutes prior to scheduled times and in appropriate layout.
	GSA vehicles are maintained in accordance with GSA guidelines.

**REPRESENTATIVE MAIL STOPS**

As of 24 February, 1998, these are the mail stops in the TFHRC, NASSIF and NHI buildings.

<b>TFHRC</b>	<b>NASSIF</b>	<b>NHI (@ Ballston)</b>
T-101	3248	Suite 300
T-106	3400	Suite 305
T-111	3401	
T-112	3422	
T-202	4103	
T-205	4211	
T-210	4309	
T-302	4332	
T-305	4410	
T-306	6226	
T-310	6322	
F-111	Mailroom (Plaza)	
F-215		
F-217		
F-224		

**ATTACHMENT #2**

**PERFORMANCE WORK STATEMENT  
FOR  
FACILITIES SECURITY AND EQUIPMENT MONITORING**

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## TECHNICAL DEFINITIONS

**Accepted Guard Force Personnel.** Those personnel meeting all uniform, appearance, standards of conduct, security, and training requirements.

**Guardmount.** A briefing and inspection of guards coming on duty at changes of shift. Guards are briefed on any pertinent information pertaining to their post. Guards are also inspected for uniform and appearance standards.

**Standard Operating Procedures** - Guidelines established for TFHRC to provide a consistent response and plan of action for the facility.

## SPECIFIC TASKS UNDER GUARD SERVICES

### PERSONNEL REQUIREMENTS

Authority of Contractor personnel to detain and/or make arrests shall be that of private citizens as defined by the laws of the State(s) in which performance takes place; and each member of the guard force shall be under a duty by virtue of his/her employment under this contract to exercise that authority in the manner directed by this contract, including the standard operating procedures (SOP). As private citizens, guards have a right to protect their own lives and property and as employees of the Contractor, they have a special right to protect the property and personnel of the Government from criminal injuries.

**Employment Suitability and Qualifications.** Prior to assignment to the Contractor's guard force, an individual shall meet the following suitability criteria.

Standards of Conduct. The Contractor shall maintain satisfactory standards of employee competency, conduct, appearance, and integrity, and for taking such disciplinary action against his/her employees as may be necessary. Each Contractor employee is expected to adhere to standards of conduct that reflect credit on themselves, their employer, and the Federal Government. The Government reserves the right to direct the Contractor to remove an employee from the work site for failure to comply with the standards of conduct. The Contractor shall initiate immediate action to replace such an employee to maintain continuity of services at no additional cost to the Government. (Reference the SOP.)

Intoxicants. The Contractor shall not allow any employee (while on duty) to possess, sell, consume, or be under the influence of intoxicants, drugs, or substances which produce similar effects.

Education. Possess a high school diploma or equivalent, or pass an equivalent performance examination designed to measure basic job-related mathematical, language, and reasoning skills. Possess the knowledge and ability to perform all required guard services duties. Must be able to read, write, and speak English.

Felony Convictions. Have no felony convictions and no convictions that reflect on the individual's reliability.

Age. Be 21 years of age or older.

Citizenship. Be a citizen of the United States.

Diseases. Individuals shall have no established medical history or medical diagnosis of epilepsy or diabetes, or, where such a condition exists, the individual shall provide medical evidence that the condition can be controlled with proper medication so that the individual will not lapse into a coma or unconscious state while performing assigned guard services duties.

Addiction. Individuals shall have no established medical history or medical diagnosis of habitual alcoholism or drug addiction, or where such a condition has existed, the individual shall provide certified documentation of having completed a rehabilitation program which would give reasonable degree of confidence that the individual would be capable of performing assigned guard service duties.

## **MANAGEMENT**

The Contractor shall manage the total work effort associated with the guard services required herein to assure fully adequate and timely completion of these services. Such management includes, but is not limited to, planning, scheduling, report preparation, establishing and maintaining records, and quality control. The Contractor shall provide staff with the necessary management expertise to assure the performance of the required work.

Work Control. The Contractor shall implement all necessary scheduling and personnel/equipment control procedures to ensure timely accomplishment of all guard services requirements.

Work Schedule. The Contractor's weekly work schedule shall indicate an hourly detail of staffing level and which personnel will be assigned.

Records and Reports. The Contractor shall maintain visitors log, security clock round reports, serious incident reports, key log, and security journal. A copy of all reports shall be maintained on-site and available for inspection by the Government at all times. The contents of the reports are detailed in the SOP.

Uniforms. While on duty, all guard force personnel shall wear a complete uniform of the type prescribed below so that a favorable public image is presented. All security employees shall wear the same color and style of uniform separate from the color worn by other contract personnel. Cleaning, pressing, and repair costs shall be paid by the Contractor as allowed in the attached Department of Labor Service Contract Labor Wage Determination. (Reference the SOP.)

Disorderly Conduct. Disorderly conduct, use of abusive or offensive language, quarreling, intimidation by words, actions, or fighting shall not be condoned. Also included is participation in disruptive activities which interfere with normal and efficient Government operations.

Neglect of Duties. Neglect of Duties shall not be condoned. This includes sleeping on duty, unreasonable delays or failures to carry out assigned tasks, conducting personal affairs during duty hours, and refusing to render assistance or cooperate in upholding the integrity of the work site security.

### **Security Requirements**

The Contractor shall comply with all activity security requirements. The Contractor shall submit the name and address of each employee hired for work on this contract and shall require each employee to fill out questionnaires and other forms as may be deemed necessary by the Government.

Neither the Contractor nor any of its employees shall disclose or cause to be disseminated any information concerning the operations of the activity which could result in or increase the likelihood of the possibility of a breach of the activity's security or interrupt the continuity of its operations.

Disclosure of information relating to the services hereunder to any person not entitled to receive it, or failure to safeguard any classified information that may come to the Contractor or any person under his/her control in connection with work under this contract, may subject the Contractor, his/her agents or employees to criminal liability.

Safeguard Property. Deter and report the damage, pilferage, removal, secreting, misappropriation, misuse, larceny, theft, or other improper or unlawful threats to, or disposition of, Government or personal property or acts of espionage, sabotage, or wrongful destruction.

Fires. Endeavor to prevent the occurrence of fires, explosions, collapses, and other catastrophes. In such an event, the Contractor shall summon appropriate response forces; assist in minimizing the effects thereof; and assist in restoring the area to a safe condition.

Safeguard Personnel. Safeguard personnel, deter the commission of crimes against persons, summon appropriate response forces, and assist those response forces as required.

Violations. Deter and report violations of regulations, and enforce parking regulations, as required.

Documentation. Provide proper documentation and reports of all incidents and investigations.

Standard Operating Procedures. Standard Operating Procedures. The Contractor shall maintain a current copy of the SOP at the guard post. A detailed review of the SOP shall be provided as part of each employee's initial training, and each time the SOP is modified. No employee shall be assigned to duty unless he/she is thoroughly knowledgeable of and understands the SOP. The Resident Manager is responsible for distributing all changes and updates to concerned personnel.

## **2.1 ENTRY CONTROL**

- 2.1.1 Control entry and exit of authorized personnel, utilize the video monitors and audio equipment installed at each gate to remotely operate the gates at the Turner Building security desk. Deter unauthorized personnel or vehicular entry into designated areas as detailed in the SOP.
- 2.1.2 Authorized personnel or vehicles shall be allowed entry immediately after arrival and the Contractor shall minimize traffic congestion during peak periods of personnel arrivals/departures. In all emergency situations, the guard shall allow the following vehicle(s) to pass without delay; fire trucks, ambulances, or local/State police.
- 2.1.3 The Contractor shall courteously and promptly process visitors at the Turner Building security desk. Security personnel shall provide clear directions to visitors upon request. Visitors shall either be denied access or immediately processed for entry.
- 2.1.4 The Turner Building Security Desk is where the Route 193 gate and George-Washington Parkway entrance gates are controlled and shall be manned 24-hours a day, 7 days a week.
- 2.1.5 Access to Buildings. The Contractor shall maintain a key control log which will detail key used, time removed, time returned, name of person requesting key, reason access is being requested. Vehicle and office/laboratory keys may be issued by the security personnel for emergency conditions or official government business.

The Contractor shall be responsible for the cost of replacing any keys that are furnished to and lost by his/her employees. If the COTR decides that a lock must be replaced because of the loss of a key by the contractor's employees, the Contractor shall pay the cost of that replacement. Similarly, the Contractor shall pay the cost of changing a combination if the COTR has reasonable cause to believe that the combination has been compromised due to the actions of the contractor's personnel.

All personnel requiring access to Government property will meet the requirements of a need to be aboard. For the purposes of entry, a "visitor" is considered to be any person not attached to or employed by the Government. A Contractor is a special form of visitor. The guard shall not allow any person to pass their post without proper identification.

- 2.1.6 The Contractor shall maintain a list of lost items, accept found items, secure prohibited personal property until it can be transferred to the COTR. The Contractor shall be fully responsible for items in his/her possession.

## **2.2 ROVING PATROL**

The guard shall perform scheduled roving patrols. While on roving patrol, guards shall be equipped with communications equipment. Specific patrol rounds are detailed in the SOP.

- 2.2.1 General. The roving patrol function includes both foot and motorized patrols following the motorized patrol guideline in the SOP. Roving patrols shall be continuously on the alert for the occurrence of fires, explosions, collapses, and other catastrophes by close and detailed observation of buildings, machinery, vehicles, equipment, other resources, and personnel. Unsafe or potentially unsafe conditions, procedures, or activities shall be identified and promptly corrected, if possible. Alternatively, the Contractor shall restrict admission to the unsafe area to minimize the risk and notify the proper authority so that repair or correction can be accomplished as soon as possible. In the event of a catastrophe, the Contractor shall immediately summon appropriate response forces; assist in minimizing the effects thereof; and assist in restoring the area to a safe condition as soon as possible.

- 2.2.2 Deviation from Prescribed Schedules for reasons stated in the SOP.

Government Directed. In the case of emergency conditions requiring immediate attention, the COTR may direct the Contractor's on site personnel to temporarily divert from their normal roving patrol duties to respond to the emergency conditions, at no additional cost to the Government. Such employees shall return to their normally assigned duties when released from the emergency situation.

Contractor Directed. Except for the emergency conditions described in the SOP, the Contractor shall not divert roving patrol personnel from their prescribed schedules without the prior approval of the COTR. All pertinent facts concerning the deviation shall be recorded in an incident report and forwarded to the COTR before the next shift change.

## **2.3 MISCELLANEOUS SERVICES**

- 2.3.1 Monitoring of Alarm Systems. The alarm systems(s) located at the entrance to the Turner building shall be monitored by the Contractor continuously. Guards must acknowledge the alarm immediately and follow the procedures outlined in the SOP. All emergencies shall be reported to the COTR within 1 hour.
- 2.3.2 Complaints. The Contractor shall receive complaints from any person concerning security, safety, or law enforcement within the Government's jurisdiction. Such complaints shall be promptly reported to the COTR for resolution and disposition.
- 2.3.3 Traffic Accidents. The Contractor shall immediately respond to accidents, and shall assist, as required, in redirecting traffic, placing warning flares, and other safety protective actions identified in the SOP.

- 2.3.4 Traffic, Parking, and Pedestrian Control. The Contractor shall direct traffic, control gates, and issue parking tickets. Tactful and courteous warnings or citations shall be issued to individuals who violate TFHRC parking regulations. Abandoned vehicles shall be reported promptly to the COTR. Vehicles parked in prohibited zones (e.g., fire lanes, and other such areas) which require removal by towing, will also be reported to the COTR.
- 2.3.5 Gate/Building Openings. The Contractor shall open the building(s) by 6:00 a.m. and close the building(s) by 8:00 p.m. Locked gates or buildings must be opened within 10 minutes in response to an authorized request at any time.
- 2.3.6 Special Events. Special events are situations where additional accepted guard force personnel will be required on a one-time basis. Historically, over the past 12 months, additional guards were not required.
- 2.3.7 Establish and manage security video monitor tapes for the facility. File and store a minimum of three weeks of video with a written rotation schedule and procedures for reuse of each tape. Video tapes must be dated and available for immediate review by the COTR.

## **SKILLS NECESSARY TO PERFORM**

SECURITY GUARD (#27102 Guard II) - enforces regulations designed to prevent breaches of security. Exercises judgment and use discretion in dealing with whether first response would be to intervene directly (asking for assistance when deemed necessary and time allows), to keep situation under surveillance, or to report situation so that it can be handled by appropriate authority. Duties require specialized training in methods and techniques of protecting security areas. Commonly, the guard is required to demonstrate continuing physical fitness and proficiency with firearms or other special weapons.

SECURITY GUARD (#27101 Guard I) - carries out instructions primarily oriented toward insuring that emergencies and security violations are readily discovered and reported to appropriate authority. Intervenes directly only in situations which require minimal action to safeguard property or persons.

## **PERFORMANCE REQUIREMENTS SUMMARY (PRS)**

The following PRS tables exhibit:

1. List the PWS requirements that the Government will surveil. The absence of any contract requirement from the PRS shall not detract from its enforceability nor limit the rights or remedies of the Government under any other provisions of the contract, including the clauses entitled "Inspection of Services" and "Default."
2. Define the standard of performance for each listed service.
3. Set forth the maximum allowable deviation from standard performance for that service to be found acceptable. Performance that exceeds the standard will be rewarded in accordance with the payment computation formula described in Attachment 6 of the contract.
4. Set forth the surveillance methods (located under Section E of the contract) the Government will use to evaluate the contractor's performance for the listed tasks.
5. Set forth the amount of the incentive fee allowed for each performance indicator listed in the form "Incentive Fee Calculation."

**PERFORMANCE REQUIREMENTS SUMMARY**

<b>2. SECURITY SERVICES</b>		
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>	<b>MAXIMUM ERROR RATE*</b>
The Contractor shall manage the total work effort associated with the guard services.	As prescribed in the following tables.	10%*

\*Maximum allowable degree of deviation from the standard.

<b>MANAGEMENT</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Uniforms	Complete and neat.
Records and Reports	Detailed and timely.
Standard Operating Procedures	Maintained and understands the procedures.
Conduct	Maintain appearance, integrity, promptness, and remain courteous.

<b>2.1 ENTRY CONTROL</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Quality of Work	Turner Building security desk manned at all times, proper procedures are followed.
Gate Control	Immediately process all vehicles.

<b>2.2 ROVING PATROL</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Scheduled Rounds (key log report)	Route followed, proper procedures are followed to identify unsafe or potentially unsafe conditions. Report completed and filed.
Communications	Able to establish all necessary multichannel radio transceiver communications equipment so that each employee on duty may be contacted by the Contractor's base station and/or shift supervisors immediately.

<b>2.3 MISCELLANEOUS SERVICES</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Monitoring Alarm Systems	Guards must monitor the alarm site and act immediately according to the directions in the SOP.
Complaints	Must receive complaints and promptly report to COTR so that resolution and disposition can be made.

**WORKLOAD ESTIMATES**

ITEM	POST	ESTIMATED QUANTITY
1	Turner Building Security Desk	Manned at all times

**WORK AREA**

Refer to Section 6.2 entitled, **Clock - Key Station Schedule and Locations** in the Standard Operating Procedures for Security Monitoring Services.

**FORMS**

**Note:** The below forms are representative of forms that may be used during the period of performance. Copies of these forms will be included in the awarded contract. For this solicitation, copies of these forms are available for viewing as part of the Library/Reading Material. Refer to Attachment #G.

- |                                     |   |
|-------------------------------------|---|
| 1. Dispatcher (telephone/radio) log | 8. Complaint report                         |
| 2. Incident report                  | 9. Security violation report                |
| 3. Injury report                    | 10. Record of lost/found items              |
| 4. Traffic accident report          | 11. Security Log                            |
| 5. Property damage/loss report      | 12. Missing, Lost, Stolen, Recovered Report |
| 6. Key log                          | 13. Emergency/Service Request               |
| 7. Visitor record                   |   |

# **STANDARD OPERATING PROCEDURES (SOP) MANUAL**

## **FOR**

## **SECURITY MONITOR SERVICES**

Turner-Fairbank Highway Research Center



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## SECTION I

### GENERAL INFORMATION

#### 1.1 The Procedure

This procedure is designed to promulgate the authority and procedures under which Security Monitors operate.

#### 1.2 Authority

Security Monitors are authorized to act in accordance with procedures contained herein and terms of the contract under the direction of Project Manager subject to limitations of the law.

#### 1.3 Responsibility

Security Monitors are charged with the enforcement of established policies and procedures while maintaining physical security. All matters not specifically covered by these procedures, and any controversial areas, shall be referred to the Project Manager. All personnel shall comply with the physical security procedures as implemented.

#### 1.4 Content

These procedures are indexed by subject matter for easy reference. This does not excuse Security Monitors from being completely familiar with all procedures contained herein and is provided for ease of reference only.

## SECTION II

### SHIFT SCHEDULES AND TOURS OF DUTY

#### 2.1 Schedules

The Project Manager is responsible for publishing schedules at least one week in advance. Individual schedules will remain as constant as possible to provide for some consistency and the reliability it brings. However, it shall be clearly understood that unforeseen circumstances may arise which dictate changes to published schedules and **all Security Monitors are expected to comply with the changes whether they be written or oral.**

#### 2.2 Tours of Duty

Security Monitors tours of duty are as prescribed in published schedules, changes thereto, or in extreme circumstances as orally dictated by appropriate Monitors. Personnel are to remain at the facility during their entire tour of duty unless specifically authorized to leave by appropriate Supervisor. An individual's tour is not considered complete until relieved by a specific replacement or by other competent authority.

### 2.3 Relief

Security Monitors will not accept relief by an individual who is unable to work by reason of intoxication, illness or any reason which would constitute a potential hazard or violation. In such cases, the Senior Security person on duty will notify the Project Manager and will then remain on duty until properly relieved.

## SECTION III

### STANDARDS OF CONDUCT

#### 3.1 When on Duty

It is imperative that you conduct and resent yourself in the most professional manner possible.

Be civil and courteous and conduct yourself in a dignified and friendly manner.

Promptly report to and take charge of the specified assignment, and remain on duty for the full time assigned or until properly relieved and, without fear of favor, execute all orders issued and enforce all rules.

Answer the telephone in a polite, courteous and professional manner....Federal Highway Administration, Security Speaking, May I help you?

Acquaint yourself with the location of telephones, fire alarm boxes, emergency exits, particular hazards, etc. Also know the persons to contact in an emergency.

Wear the proper uniform if so assigned for a duty shift, maintain an appropriate bearing, be alert at all times and carefully observe everything within the scope of your duties and responsibilities.

Such responsibilities are not necessarily confined to a Security Post.

Take prompt and proper action as circumstances warrant. Report to your superior immediately all information in a clear, concise report. Inquiries shall be dealt with by directing the inquirer to the proper person from whom the information may be obtained.

In any case not covered, contact your superior immediately by all available means and submit full details.

#### 3.2 While on Duty You Must Not

Use intoxicants and/or controlled substances.

Smoke, except in designated areas, and when smoking will not interfere with duties or in any possible way create a fire hazard. There is **NO SMOKING** in all office areas in the Annex, Fairbanks and Turner Buildings. All Security Monitors will observe this requirement when entering and/or walking through those areas.

Request or accept gratuities.

Carry newspapers or other reading materials while on patrol.

Discuss the details or furnish information regarding your assignment to anyone, except a company official.

Permit, request or direct any person to permit any one to pass through a gate or to enter a restricted area in violation of established regulations.

Leave your post, except:

- o when properly relieved or upon instruction or permission of a superior.
- o to act upon a complaint.
- o to pursue a criminal or offender.
- o to assist another Security Monitor when called upon.
- o to assist an injured person.
- o in case of a fire or other extenuating circumstances.

When leaving posts under such circumstances, you must endeavor to notify your supervisor and must take any other precautions necessary for the protection of your post during your absence.

### **3.3 Personal Appearance**

Uniforms, if issued for an assigned duty shift, will be worn with the smartness with which uniforms are generally worn in military and municipal organizations. The following are standards of personal appearance:

- A. All personnel shall report for duty in a clean, neat and wholesome appearance at all times.
- B. If issued, uniforms must be clean, fit properly and in a good state or repair.
- C. Hair will be neat, clean, trimmed, in accordance with traditional standards of good taste and present a well groomed appearance.
- D. Hard leather shoes or boots will be worn on duty by personnel who work shifts which normally perform scheduled clock patrols, for reasons of safety.
- E. Uniforms in any of the following conditions will not be worn on duty:
  - (1) With visible patches or visible patched areas.
  - (2) Faded to the extent that such condition is recognizable or the garment no longer meets departmental color criteria.
  - (3) Worn areas that are visible, such as frayed pockets, files or thin areas that are not the same shade as the rest of the garment. Garments that have been sewed with thread that does not match the color of the garment.

- F. Uniformed personnel who lose or gain sufficient weight to affect the proper fit and neat appearance of the uniform will have the necessary items replaced or altered in a timely manner as required in order to present a neat appearance.
- G. The length of trouser legs will not be more than one inch above, or two inches below the ankle joint.
- H. The wearing of uniforms when off duty is prohibited, however, an employee may wear the uniform while proceeding to and from his home and duty station only. Stops in short duration in route for groceries or gasoline, etc., is permitted. At no time shall employees consume alcoholic beverages in a public place while in uniform.

The Supervisors is responsible for ensuring that a high level of personal appearance is maintained at all times. Inspection and reporting responsibilities will be continuous while on duty. The Security Supervisor will be held directly responsible for dissemination and adherence of these instructions to personnel for which he/she is responsible.

## SECTION IV

### RECORDS AND REPORTS

#### 4.1 General

Accurate and timely records maintenance and reporting are requisites to effective security. Records and reports must be accurate in details and must be complete with respect to the degree of investigation that has been made. The report shall be prepared in a manner that will allow the reader to clearly understand what is being recorded or reported. If oral interviews are subsequently needed to clarify the facts reported, then the report is not, in itself, a complete instrument of communication.

It is the responsibility of all security Monitors to be knowledgeable of records required to be maintained and reports required to be written. Furthermore, it is the responsibility of the Resident Manager to ensure that all reports are submitted in proper format, utilizing correct and proper English and are written in accordance with this instruction.

#### 4.2 Requirements

##### A. Security Journal

The security journal is designed to provide a brief running account of actions which take place during a shift.

Security personnel are to record **each and every event** that occurs during their tour of duty. There are certain entries that are **required**. These entries include:

1. The time the shift began and ended.
2. Persons on shift with tardiness noted.
3. Conditions of all equipment, a general listing of equipment being turned over to a Security Monitor:

1 Security Log Book  
 Keys  
 1 Detex Clock  
 Key Control Log  
 Site Check Sheets  
 Flashlights  
 Security Equipment (i.e., gates, monitors, phones, lights etc.

4. The Journal will include instructions concerning site security.
5. The Journal will include the time that the locking and unlocking of the facility began and ended.

Any event (other than a Serious Incident), which occurs and requires a lengthy explanation shall be completed in narrative form on a Journal Addendum and be attached to the Journal.

**B. Serious Incident Report (SIR)**

A SIR is required to be completed for all occurrences of other than a routine nature. Serious Incidents are generally those which involve actual or potential property/facility damage and which result in or pose potential physical harm to people. Examples of Serious Incidents include:

- \* Accidents
- \* Vandalism or theft
- \* Serious injuries or death
- \* Bomb threats
- \* Robbery
- \* Floods
- \* Tornadoes/Other Natural Disasters
- \* Riots
- \* Demonstrations
- \* Fire
- \* Major equipment failures

**SHOULD THERE BE ANY QUESTION AS TO WHETHER OR NOT AN EVENT OR OCCURRENCE CONSTITUTES A SERIOUS INCIDENT, ALWAYS CONSIDER IT AS SUCH AND NOTIFY THE PROJECT MANAGER IMMEDIATELY!**

All SIRs are to be attached to the appropriate Journal.

**C. Visitors Log**

A daily Visitors Log will be maintained at the security desk at all times. This log is designed to record entry of all non-assigned personnel to the Facility. The log covers a 24 hour period beginning at 0001 hrs and ending at 2400 hrs. When completed, the log will be filed in the Visitors Log Notebook.

If possible, all Administration personnel remaining on the Complex after 1800 hours, shall sign in at the desk for accountability purposes.

The visitors log will include; visitors name and signature, vehicle tags, reason for visit, onsite contact, time in/ time out.

- D. DETEX Clock Readings
- E. Complaints and Disputes

A Security Monitor, upon receiving a complaint, will obtain all pertinent facts and will immediately contact his Superior.

### 4.3 Report Writing

- A. Responsibility

It is the responsibility of all members of the Security Force to be knowledgeable in the proper method of writing reports. Furthermore, it is the responsibility of the Resident Manager to ensure that all reports are submitted in proper format, utilizing correct English and are written in accordance with this instruction.

- B. General

Good reports are a requisite to effective security and law enforcement. The report must be accurate in details and must be complete in respect to the degree of investigation that has been made. The report shall be prepared in a manner that will allow the reader to clearly understand the facts that you are reporting. If oral interviews are subsequently needed to clarify facts reported, then the report is not, in itself, a complete instrument of communication. A report must always answer the well established questions of:

<b>WHO:</b>	The identity of the person(s) involved
<b>WHEN:</b>	The exact time, as near as possible of the actual occurrence of the incident
<b>WHERE:</b>	The location or scene where the incident/offense took place
<b>WHY:</b>	The motive or reason the person(s) responsible or the conditions that caused the incident
<b>WHAT:</b>	The act or thing done to cause the necessity of a report to be written
<b>HOW:</b>	The circumstances or the method used [the facts] surrounding the incident

In order to prepare a complete and concise report, obtain as much information and facts concerning the incident as possible under the circumstances. Record your finding in your Journal.

Ascertain the spelling of full names of all persons involved as some names sound the same when pronounced, but have different spellings. One method to employ is by asking for and extracting information from identification cards, badges or drivers license.



Before starting the report, arrange your notes and organize the facts in a chronological sequence, or in other words, the first events first. This will be of maximum benefit to you in completing the report with a minimum waste of time or the necessity of rewriting the report.

Following the guidelines set forth below will assist you in preparing a complete and concise report:

1. Use the report form as a guide. Do not limit yourself or feel restricted by the available space on the form. Record all pertinent information, even though this may require the use of several continuation sheets.
2. Set forth clearly, the complete name, address, rank, rate, serial or badge number, telephone (home/business) numbers, occupation and other identifying information on: (a) complaint; (b) witness; and (c) person(s) responsible. Include the date of birth and racial extraction as required.
3. When filling out the "body" of the report, in chronological sequence, use short paragraphs. Limit each paragraph to one subject matter. Do not intermix subjects indiscriminately. Further:
  - a. Be exact as to dates, times, places and descriptions. For example, at 0800 hours, Monday, 1 January 1987, while patrolling near the warehouse facility, Security Officer J. Valente observed a 1978 BMW, license\_\_\_\_\_ etc.
  - b. Be concise in the details of the complaint and your investigative efforts. Avoid using superfluous information which may make the report lengthy, sound pretty or show an eloquence with words, but does not materially enhance the value of the facts discovered. On the other hand, do not abbreviate words, chop sentences short or drop out descriptive words which are necessary to convey the message.
  - c. Always use good phraseology. Avoid the use of slang, except when quoting statements made by others. Avoid the use of technical terms, unless they are necessary to describe articles or materials relevant to the case.
  - d. Avoid expressing your own personal opinion unless it is absolutely important in respect to the circumstances of the case. If so, explain the reasons for giving your own opinion.
  - e. Avoid using your words when you are quoting a statement made by another person. Record the quotes in the report exactly as it was given to you.
  - f. When reporting facts obtained from others, as well as facts obtained by yourself, be sure that there can be no doubt of who furnished the facts.
  - g. Negative information, as well as the positive information, shall be recorded by summarizing at the conclusion of the report.
  - h. Do not use correcting fluid or other means to cover up writing errors on the report. Correct errors by crossing through and placing your initials over it as this will eliminate questions regarding who altered your report.

## SECTION V

### SHIFT REQUIREMENTS AND RESPONSIBILITIES

#### 5.1 General

The requirements, tasks and responsibilities outlined in the following paragraphs require exercise of good judgement and common sense. As have been indicated throughout this procedure manual, if questions or situations arise in the performance of duties, contact the Security Supervisor or Project Manager for guidance.

#### 5.2 Responsibilities of Security Monitors

- A. Security Monitors do perimeter patrol of fence when assigned by the Supervisor.
- B. Security Monitors Clock Patrols as assigned.
- C. Security Monitors will check all exterior doors and ground level windows and make sure they are secure. They will also ensure that any doors that are to be locked during their shift are verified as locked in a timely manner.
- D. Security Monitors will check the identification of persons admitted onto the site after hours. If the individual insists they work on the site and do not have paper Government or Company identification as a contract worker, take down the name of the individual's supervisor who can verify the need for accessing the building after hours.
- E. Security Monitors will turn off excess lights when not needed after 1700 hours on week nights and all day on weekends and holidays. **Note:** Do not turn off any hallway lights or stairwell lights.
- F. Security Monitors will turn on the porch lights in the Fairbank and Annex Buildings during the 1700 hours round in summer operation (May-October), and at 1500 in winter operations (November- April). Turn off the lights on the 0500 hours round in summer operation, and at 0700 hours round in winter operations.
- G. All Security Monitors will complete clock rounds except in extreme extenuating circumstances. When doing the security round, do not rush through the building turning keys. Carefully check the offices, look for lights left on and check for unsecured doors and windows,
- H. All Security Monitors when on patrol shall keep in contact with the Security Station in the Turner Building Lobby.
- I. Monitor on duty has these responsibilities and he will ensure that:
  - (1) Clock Patrols are completed.
  - (2) Log book is filled out and any SIRs filed.
  - (3) Notification procedures is followed for applicable emergency. Project Manager is to be notified if the police or fire department is called.

- (4) Implement any special assignments which have been assigned to the Security Monitor for completion.
- (5) Decide when to turn on and off equipment using guidelines supplied in this manual and common sense.

## **SECTION VI**

### **CLOCK ROUNDS**

#### **6.1 Roving Patrol Clock and Key Stations**

##### **General**

The procedure defines details and responsibilities of the Security Monitors for each assigned patrol area.

##### **Responsibility**

- A. The Project Manager has overall responsibility of the watch clocks to assure they are functioning, maintained and used properly.
- B. The Project Manager will monitor watch clock paper tape and ribbon inventory to assure an ample supply.
- C. Completed watch clock tapes will be transmitted to the Project Manager with the dates and patrol areas written on the reverse of the tape.

##### **Details**

- A. Each Security Monitor who is assigned to a particular patrol area will make the prescribed patrol and key the watch clock at each key station location and at the frequency specified in the Post Special Orders.
- B. Other buildings and areas not having key stations installed in the patrol area must all be checked.
- C. It is the duty of the Security Monitor assigned to the roving patrol to make the prescribed periodic patrols. The keying of the watch clock proves that you have carried out your patrol orders. The printed record obtained from the watch clock may be used as proof of your patrol.
- D. The watch clock is a precision time piece and it must receive reasonable care while in use. Always keep the clock dry and protect it from rain, both while carrying and while making key station registrations.
- E. The keys at the key stations shall always remain inside the station boxes when not in use. Periodically wipe off the keys with a dry cloth to prevent dust and dirt from entering the watch clock.
- F. The Patrol Clock Key rounds are to be taken as follows:

**WEEKDAYS**

0100 hours	1800 hours
0500 hours	2100 hours

**HOLIDAYS**

0100 hours	1300 hours
0500 hours	1700 hours
0900 hours	2100 hours

- (1) The Patrol Clock **CANNOT** be opened by any member of the Security Force.
- (2) There are arrows on the Patrol Clock indicating in which direction the clockkeys are to be turned; if the keys are not turned in the correct direction, one of the following items will almost always happen:
  - (a) Print over previous station
  - (b) Jam tape reels
  - (c) Break clock mechanism

Please follow proper instructions on the Patrol Clock.

- (3) **All** runs will end with Key Station #26.
- (4) If a Key Station(s) or round(s) is missed, the Log **must** indicate:
  - (a) What station or round
  - (b) Why

Acceptable example could be:

- (a) Controlling leaks
  - (b) Restoration of power
  - (c) Equipment problems, etc.
- (5) **Each floor** of each building is to be walked through during the clock patrol clock patrol - from one end to the other.

**6.2 Clock - Key Station Schedule and Locations****KEY STATION BUILDING****LOCATION**

<b>1</b>	<b>Turner</b>	<b>First Floor Stairwell North End</b>
<b>2</b>	<b>Turner</b>	<b>Second Floor Stairwell North End</b>
<b>3</b>	<b>Turner</b>	<b>Second Floor Stairwell South End</b>
<b>4</b>	<b>Turner</b>	<b>Third Floor Stairwell North End</b>
<b>5</b>	<b>Turner</b>	<b>Third Floor Stairwell North End</b>
<b>6</b>	<b>Turner</b>	<b>Hydraulics Lab West Door</b>
<b>7</b>	<b>Turner</b>	<b>Structures Lab West Door</b>
<b>8</b>	<b>Turner</b>	<b>“B” Lab Building Door TO-123)</b>

9	Turner	First Floor Stairwell South End
10	Turner	“A” Building Exterior Roll up Door
11	Turner	Vehicle Prep. Area Ground Floor
12	Turner	Night Entrance Door Ground Floor South Side
13	Turner	20 Ton A/C Door Attic
14	Turner	Basement Worthington Chillers
15	Turner	Basement Storage Tunnel North End
16	Turner	Basement East Door
17	Turner	First Floor South Parking Lot Door
18	Turner	First Floor Stair Tower
19	Turner	First Floor Walkway
20	Turner	Second Floor Walkway
21	Turner	Attic MPAC3 East Door
22	Turner	Attic Room 301 Center Stair
23	Turner	Storage Shed (rear)
24	Turner	Gate to Rt. 193
25	Turner	Gate to Parkway
26	Turner	Main Entrance Doors (inside Building)

## **SECTION VII**

### **CONTROLLING ACCESS TO THE FACILITY**

#### **7.1 General**

Given the type of facility the TFHRC is, one of a primary means of safeguarding Government supplies, equipment, and facilities at the Center is through an effective access control program.

Security Monitors will watch over property (items and areas) to preclude unobserved access. Protection and security of Government property is improved with the addition of each measure increasing delay time for access to property. Measures such as controlling access can be used. In addition, all Security Monitors will take all reasonable precautions in accordance with sound industrial security practices to safeguard and protect the Government’s property and maintain a clear surveillance condition.

#### **7.2 Responsibility**

Protection and security of Government property at TFHRC is the responsibility of all Security personnel.

#### **7.3 Communication System**

##### **A. Familiarization**

All security Monitors will familiarize themselves with the various types of communication equipment and their operation, such as dial phone, the two-way gate communication system, pager and other reporting systems as may be placed in effect in designated buildings or vehicles.

## **B. Telephones**

Security Monitors shall take special care to memorize emergency and official numbers in order to expedite the reporting of unusual happenings or in an emergency.

## **C. Two-Way Gate Communication System**

Security Monitors will speak clearly and concisely when utilizing the two-way gate communication system. The Security Monitor will challenge all vehicles attempting access to the facility.

Be polite and continue asking for identification if the answer is garbled. This may be caused by problems in the system or the person mumbling or not speaking in the direction of the speaker.

When using this system, the watch word is patience.

## **7.4 Security Station Procedures**

- (1) This Security Monitor is responsible for opening the Two Facility entry Gates by using the command controls for the gate located at the Security Station in the Turner Building entrance.

The Security Monitor will not leave the Security Station unmanned.

- (2) The Security Monitor assigned to the Turner Building Security Station will oversee the admittance of visitors and employees to the facility.
- (3) Under unusual circumstances, the fire department, park police, or FPS may request access thru the site. They are permitted as is CIA Security.

Park Service personnel and Claude Moore Farm employees and volunteers are also to be permitted access through either of the gates.

- (4) The Security Monitor will unlock the complex buildings prior to 0600, Monday thru Friday except holidays and close the complex by 1800. Weekends and holidays the building will remained locked with the Turner Front entrance being the only means of Entry and Exit.
- (5) Security Monitor will review the daily list of authorized visitors to ensure all names are legible and understood.

## **7.5 Admittances**

- A. The Security Monitor will observe the video monitors and the vehicle detector lights to respond in a timely manner (acknowledgment within 15 seconds) to the presence of all vehicles. Vehicle presence at both gates shall be responded to alternately.
- B. The Security Monitor will respond verbally to each vehicle by saying "Security Desk, May I help you?" When vehicle occupant is confirmed as FHWA employee, authorized on-site contractor or visitor, the gate will be opened for admittance.
- C. When confirming FHWA employees, check first the special list of NASSIF FHWA personnel before scanning the TFHRC Directory.

- D. All visitors will be directed to enter the building complex thru the Turner Building Main entrance.
- E. The following list describes vehicles, agencies and types of business services that are to be allowed entrance without additional confirmation on names or authorization:
- \* U.S. Park Service vehicles
  - \* Claude Moore Colonial Farm/Turkey Run staff personnel
  - \* CIA Security Patrol vehicles
  - \* Delivery trucks and vehicles (all)
  - \* Utility vehicles (telephone, gas, electric, water, etc.)
  - \* Service vehicles (Xerox, typewriter, elevator, computer, trash removal, Washington Post paper, shuttle bus, GSA vehicles, vending machines, U.S. Postal, UPS, Federal Express, taxis, etc.)
  - \* Emergency vehicles (fire, police, ambulance)
  - \* Federal Protective Service vehicles
- F. The Security Monitor will deny entrance onto or through the facility to all unauthorized personnel.
- Unauthorized personnel are those fitting into one or more of the following description categories:
- \* Personnel desiring to use the facility as a shortcut from the G.W. Parkway to Rt. 193 or vice-versa.
  - \* CIA personnel and CIA contractors desiring to cut through the parking lot gated.
  - \* Personnel soliciting business with TFHRC that do not have an appointment or prearranged authorization with specifically named TFHRC personnel.
  - \* Personnel without official business at TFHRC.
  - \* Personnel visiting the Turkey Run Farm and Pavilions, desiring to cut through the facility from G.W. Parkway.
  - \* Personnel specifically identified by name and recorded on a list of unauthorized personnel at the Security Desk.
- G. Personnel not on the authorized list, but claiming to have an appointment with TFHRC personnel, will be directed by the Security Monitor to pull over on the shoulder and wait until the appointment is confirmed.
- \* The Security Monitor will then call the named TFHRC employee and verify the visitor.

- \* Unconfirmed visitors will not be admitted and the Security Monitor will instruct the visitor to return after authorization or appointment is established with intended TFHRC party.

## **SECTION VIII**

### **Emergency Technician Call Out Procedures**

#### **8.1 General**

The purpose for this procedure establishes responsibilities and sets forth policies on the technician emergency call out procedures.

#### **8.2 Responsibilities**

The Senior Security Monitor will call the "Standby or On-Call" technician in case of equipment or system failure or other related emergency.

If you cannot contact any of the above individuals, call the Project Manager immediately.

A list of Facility emergency numbers shall be readily available at the Turner guard desk at all times.

## **SECTION IX**

### **EMERGENCY AND CONTINGENCY PLANS/ACTION IN CASE OF FIRE**

#### **9.1 Purpose**

To prescribe action to be taken by Security Monitor Force personnel in the event fire is discovered to safeguard life and keep fire loss to a minimum.

#### **9.2 Responsibility**

It is the responsibility of all personnel to report all fires immediately.

#### **9.3 Action In Case of Fire**

A. Persons discovering fire will:

- (1) Notify Fire Department by calling 911. Give the operator your name and the following data:

Turner Fairbank Highway Research Center  
6300 Georgetown Pike  
McLean, VA 22101  
Telephone: 703/285 2065/2066



- (2) Engage the fire alarm system, ensuring alarms are on, then immediately alert all occupants in burning or adjacent buildings of structures. Evacuate building occupants and/or assist in such evacuation.
  - (3) Open gates for fire equipment to enter.
  - (4) Notify the police after you called the Fire Department. Contact Fairfax County Police on 911.
  - (5) Obtain the name(s) of the individuals that take your emergency call. Ensure that you make this entry into your security log:  
  
 "Contacted (Fire Department) (Police) at \_\_\_\_\_ Hours concerning (brief description of problem). (Officer) (Fire Fighter) log the call in at this time.
  - (6) Contact the Resident Manager.
  - (7) Extinguish the fire, if possible.
  - (8) Remain at the scene of the fire to direct Fire Department personnel and equipment to the location.
  - (9) Upon arrival at the scene of the fire, the senior member of the Fire Department (usually the Fire Captain) is in complete charge of the situation. Security Monitor Force Monitors will render assistance to the Fire Department as required, including but not limited to crowd control, denying access of any unauthorized personnel into the fire area, identifying suspicious personnel in the area. Remain at the scene of the fire until released by the Fire Captain or other competent authority.
  - (10) In all cases of a Fire Alarm where the Fire Department is dispatched, responding Security Monitor will obtain enough information for a serious incident report. Necessary information will include if actual or false alarm, name of Fire Captain, type and cause of fire and approximate amount of damage to civilian or government property.
- B. All fires occurring on or near any fixed or roving post, regardless of origin, extent, or method of extinguishment, will be reported immediately to the Fire Department and the Resident Manager.
- C. The Resident Manager will be responsible to insure that appropriate notifications are made to Contractor personnel and COTR. He will also be responsible to ensure that accurate reports are completed.

#### **9.4 Operation of Fire Alarm System**

The purpose of this subsection is to describe the action to be taken by Security Monitor Monitors when an alarm indicators is lighted on the annunciator panel.

It is the responsibility of each Senior Monitor to know and follow the instructions set forth in this procedure.

In case of alarm:

1. Determine the location and type of alarm by the indicator lights that are lighted on the annunciator panel. (These panels are located on the first floors of the Annex, Fairbank Building and Turner Building at the main entrances.
2. To silence the alarm, insert key into the silence switch and turn off. Insert same key into reset switch and turn off. Leave panel in this position until cause of alarm has been determined. (During working hours allow to sound long enough so that all employees have a chance to hear the alarm and leave the building.)
3. If a pull station has been activated, the annunciator panel will indicate PULL STATION and in what ZONE. A PULL STATION is reset by opening the cover using the allen wrench type key through the small hole at the top of the cover, lifting the pull handle and inserting a glass rod into the slots under the front of the pull handle then closing. (Glass rods are in Facilities Management Office.) If a smoke detector has been activated, the annunciator panel will indicate SMOKE DETECTOR and in what ZONE. A smoke detector will reset itself as the smoke clears from the area. The activated smoke detector can be identified by a small light lit on the outer cover ring.
4. If a heat detector has been activated, the annunciator panel will indicate HEAT DETECTOR and in what ZONE. A heat detector **CANNOT** be reset. The bi-metal disc must be replaced. The detector can be identified by the exposed black plunger tip in the center of the detector.
5. If a heat detector has been activated, the system will not reset from the annunciator panel. This alarm must be acknowledged from the main panel. (These panels are located on the Mezzanine Floor of the Annex Building and the Ground Floor (G-17) of the Fairbanks Building.) To acknowledge the alarm, open the door and push button marked "ACK" on the FIRE-TBL CONTROL MODULE. Then go back to the annunciator panel and reset as described above. This will allow the system to be activated from another zone other than the one held in Acknowledge.
6. If, for any reason the system will not reset, the use of the "ACK" button will hold the troubled zone in ACKNOWLEDGMENT until the trouble can be cleared.

If, for any questionable reason, should the above instructions fail to reset the system, call the Resident Manager. If you cannot reach the Resident Manager call the "ON CALL" HVAC personnel.

Any emergency encountered, or system trouble encountered which would be indicated by the indicator light and tone-alert, is to be reported.

Location of Turner Sprinkler Shut-offs:

**MAIN SHUT-OFF** (Turns off all water, all sprinklers at Turner Bldg..) located on Maintenance Shop level in front of Turner Building Freight Elevator.

Maintenance Shop Level - Valve located in:

**Lab Level** - Valve located in back room of T0116.

**1st Floor** - Valve located in T105.

**2nd Floor** - Valve located in T204.

**3rd Floor -** Valve located in corridor over station fire alarm closest to passenger elevator.

#### **PROCEDURE FOR RESTORING POWER:**

1. Turn all breakers to **“OFF”** position; the green light will come on showing the breakers are open.
2. Check voltage meter on main breaker #5. It should read 4160 volts; if the meter does not show the correct voltage, do not try to engage of the breakers.
3. Engage Main Breaker #5 to the **“ON”** position. The breaker will close and the red light will come on, then proceed by turning on breakers number one, two, three, four and six.
4. If a breaker will not stay on for any reason, call a qualified person (i.e., on call HVAC Personnel and leave breaker in open position.

### **SECTION X**

## **EMERGENCY AND CONTINGENCY PLANS FOR BOMB THREATS AND FOUND EXPLOSIVE DEVICES**

### **NOTIFICATIONS FOR BOMB THREAT:**

**RESIDENT MANAGER**

**FIRE DEPARTMENT**

**POLICE DEPARTMENT**

**AMBULANCE SERVICE**

#### **10.1 Purpose**

To establish guidance for dealing with bomb threats or found explosive devices.

#### **10.2 Guidance**

Explosive devices are sensitive and dangerous and will be handled by trained personnel only. Security Monitor Monitors will not touch or go near an explosive or suspected explosive device. Security responsibility includes securing the area of the reported bomb, evacuating the building.

#### **10.3 Responsibilities**

- A. The Resident Manager has at his disposal two courses of action to take upon notification that a bomb or explosive device has been placed in a building or area under the jurisdiction of the Security Monitor force.
  - (1) If the report of the alleged bomb or explosive device is received from the individual who claims to have placed the bomb, attempts should be made to determine the following:

- \* Identity of the person making the call. (This issue should not be pursued in such a manner as to frighten the caller and should not be attempted until all other information is obtained and necessary police actions taken).
  - \* Location of the explosive (be as accurate as possible).
  - \* Time the explosive is set to detonate.
  - \* Description of the package or container.
  - \* Type of explosive and detonating devices being used.
  - \* Size of the bomb.
  - \* Reason the explosive was placed in this particular area or building.
  - \* Any additional information obtainable as required in Enclosure 1.
- (2) Alert the occupants of the building or area of the reported bomb by the quickest means available. Caution must be exercised at this point to avoid panic or mass alarm.
- (3) If the report is received from the building occupants, obtain enough information to dictate a course of action to be taken and the extent to the accomplished:
- (4) In all cases after the above information has been obtained, the following will be accomplished:
- \* Dispatch the Security Officer Supervisor and available personnel to maintain security of the area.
  - \* Notify the following immediately:
    - (a) Police Department
    - (b) Fire Department
- B. Building custodian or supervisor who occupies the building in question is responsible for the evacuation of employees during duty hours. The Supervisor shall also assist Government employees to evacuate the building.
- C. Security Personnel:
- (1) The Monitor on the scene will assume control of all Security personnel and ensure that the area is cleared of unauthorized personnel.
  - (2) Portable Walkie-Talkie radio sets will not be used and will remain turned off within thirty meters of the suspected bomb site.

**ATTACHMENT #3**

**PERFORMANCE WORK STATEMENT  
FOR  
GROUNDS MAINTENANCE**

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## TECHNICAL DEFINITIONS

**Class I Areas.** High visibility / special attention improved grounds areas as identified in Map 3.1.

**Class II Areas.** Improved grounds areas as identified in Map 3.1.

**Class III Areas.** Semi-Improved grounds areas as identified in Map 3.1.

**Control Vegetation.** The removal, prevention and elimination of unwanted vegetation improved, semi-improved and unimproved areas.

**Crack Grass.** All vegetation and plant life that grows up in the joints and cracks, in all asphalt and concrete pavements, sidewalks, curbs, parking lots and terraces.

**Deciduous.** Trees or shrubs that shed their leaves seasonally.

**Debris.** Objects that are unsightly or present obstacles to mowing and other grounds maintenance operations. Any trash, silt, sand, rocks, or soil deposited by wind, personnel, equipment, or water runoff on all sidewalks, roadways, and terraces. Rocks in lawn areas. Wind and storm damage items.

**Edging.** The cutting of overhanging vegetation away from the hard surface (curbs, sidewalks, driveways, etc.) to include actual depth penetration of soil.

**Erosion Control.** Stabilization and restoration of soil and ground covers subject to erosion from wind, water, and man-made causes.

**Immediately.** Within 30 minutes.

**Improved Grounds.** Areas coded Class I and II. Grounds on which intensive development and maintenance measures are performed. This category normally applies to areas within the built-up section of an installation which contains lawns, landscaping, rock beds, plant beds, flower beds, parade grounds, and athletic facilities.

**Plant Bed.** An area consisting of concentrated shrubs, broadleaf evergreens, flowers or deciduous or conifer trees. Plant beds may contain either rock, wood mulch, bark chips or peat moss at a 3" depth as a surface ground cover. Plant beds are normally surrounded by edging such as steel, wood, concrete, brick, rubber, or moss rock.

**Preventive Maintenance (PM).** Maintenance actions performed to prolong useful life. Preventive Maintenance includes, but is not limited to, disease and rodent prevention, and actions to prevent wilting, discoloration, etc.

**Prune.** The selective or discriminate removal of dead, dying, diseased, live interfacing, objectionable and weak branches in a scientific manner.

**Semi-Improved Grounds.** Areas coded Class III. Grounds that require maintenance of a lesser degree than improved grounds.

**Snow/Ice Storm.** All snow/ice that falls or accumulates within a period of one hour to 72 consecutive hours and require removal.

**Special Attention Areas.** Areas coded Class I. Grounds on which intensive development and maintenance measures are performed in a very visible area and require special attention and great care.

**Special Events.** Any grounds maintenance service as defined by the COTR and ordered through issuance of a work order to support VIP visits, FHWA celebration or special occasion.

**Unimproved Grounds.** Areas identified on Map 3.1 that need minimum maintenance.

**Weeds.** Any plant growing where it is not desired. Plants such as, but not limited to: clover, dandelions, purslane, chickweed, plantain, knot weed, black medic, and volunteer trees are also considered weeds. Grass in plant, rock, and shrub beds, cracks in sidewalks, streets, and parking lots is also a weed.

**Wind and Storm Damage.** Fallen trees, limbs, shrubs, and debris deposited on roads, streets, or walks. Any blockage of storm drains or silt deposited by water runoff on sidewalks or roadways.

## **SPECIFIC TASKS UNDER GROUNDS MAINTENANCE**

### **3.1 MAINTAIN IMPROVED GROUNDS**

3.1.1 **Mow Improved Grounds.** Grass cutting shall be accomplished on 16 acres of improved grounds as indicated as Class I and II grounds areas on an as-required basis. Grass clippings shall be removed or mulched when clippings are not mulched on initial mowing. Contractor shall maintain grass on improved grounds between 2" (inches) to 4".

3.1.2 **Edging:** All sidewalks, driveways, curbs, and other concrete or asphalt edges located in the Class I and II grounds areas shall be mechanically edged as needed. Edging shall include removal of vegetation from cracks in sidewalks, driveways, and curbs within 1/2" of the edged surface and to a depth of 2". This work involves approximately 4,650 linear feet of sidewalks, curbs, and other hardstand areas. Grass and weeds shall be removed and disposed of immediately after edging is performed.

3.1.3 **Trimming:** Grass/weeds shall be trimmed around trees, shrubs, flower beds, buildings, fences, poles, posts, fire hydrants, parking lot bumper blocks, boulders, and other fixed obstacles. Trimming shall be accomplished as required to match surrounding area. This task involves all Class I and II grounds areas. All mowed areas shall be trimmed concurrent with mowing.

3.1.4 **Remove Debris/Police Grounds.** General litter patrol shall be performed daily by the Contractor in all areas of the contractor's responsibility at TFHRC to include the areas beyond the road shoulders, in all directions, for a distance of 50 yards. The litter patrol shall be performed twice daily in Class I grounds areas. Contractor's policing responsibilities shall include, but not be limited to, the removal and disposal of all natural debris, (tree limbs, dry brush, rodent habitats, dead animals, etc.), and man-made debris. Window wells surrounding the buildings shall be kept free from leaves and debris at all times. Exterior trash cans shall be emptied before they overflow.

During the period September to December, fallen leaves from deciduous trees shall be removed weekly from those areas indicated as Class I and II grounds areas. At other times leaves shall be removed as necessary.

3.1.5 **Repair Damaged Grass Area.** Areas damaged by Contractor vehicles, erosion, drought or insect/diseases shall be seeded, sprigged or sodded through the issuance of a work order to meet the standards of surrounding areas.

- 3.1.6 **Apply Fertilizer and/or Lime.** The Contractor shall fertilizer/lime all Class I and II grounds areas at a maximum of twice a year, subject to COTR approval. The COTR will provide the fertilizer or lime which shall be applied in accordance with the manufacture's instructions. Fertilizer shall be spread uniformly.
- 3.1.7 **Perform Pest Identification and Control.** During normal performance of grounds maintenance duties, identify pests and perform pest control when approved by the COTR. (A pest removal and control contract is existing with another contractor.)
- 3.1.8 **Aerate Soil.** Aerate soil on Class I and II grounds areas annually or as required to maintain grounds in a healthy state. Contractor shall provide a proposed schedule for soil aeration to COTR annually.
- 3.1.9 **Emergencies or Special Event Services.** Upon notification by the COTR through the issuance of a work order, the Contractor shall perform emergency or special event grounds maintenance required in Class I, II, and III grounds areas. Grounds maintenance services may include additional mowing, trimming, edging, pruning, shearing, and policing of improved and semi-improved areas. Special events services shall require special care in that all grounds maintenance requirements shall be met immediately prior to the event.
- 3.1.10 **Emergency Services.** In the event of an emergency, as determined by the COTR, the Contractor shall provide grounds maintenance and repairs as necessary to resolve the emergency situation. Upon notification of an emergency, the contract manager shall respond within fifteen (15) minutes during business hours to meet with the COTR. Upon receiving direction by the COTR, Contractor personnel shall initiate emergency services within 30 minutes. During nonbusiness hours the Resident Manager (or designated alternate) shall respond within 1 hour to meet with the COTR. Upon receiving direction by the COTR (during nonbusiness hours), the Contractor personnel shall initiate emergency services within 2 hours.

### 3.2 MAINTAIN SEMI-IMPROVED GROUNDS

- 3.2.1 **Mow Semi-Improved Grounds.** Grass cutting shall be accomplished in Class III grounds areas on an as-required basis. Cutting of grassy areas shall be maintained between 6" and 10". Deviations from this requirement can only be made by the COTR and must be documented in writing.
- 3.2.2 **Perform Vegetation Control.** The Contractor shall maintain selected semi-improved grounds to prevent fire hazards or for security reasons. The TFHRC perimeter fence shall remain free of fallen trees and growth vegetation. Vegetation in these areas is classified as Class III or unclassified grounds areas.
- 3.2.3 **Edging.** Sidewalks, driveways, curbs, and other concrete or asphalt edges located in the semi-improved grounds areas shall be mechanically edged as needed during active mowing period. Areas that require edging are shown as Class III grounds areas. Edging shall include removal of vegetation from cracks in sidewalks, driveways, and curbs within ½" of the edged surface and to a depth of 2". Grass and weeds shall be removed and disposed of immediately after edging is performed.
- 3.2.4 **Trimming.** Grass/weeds shall be trimmed around trees, shrubs, buildings, fences, poles, posts, fire hydrants, parking lot bumper blocks, boulders, and other fixed obstacles. Trimming shall be accomplished as required to match surrounding area. This task involves all Class III grounds areas.

### 3.3 MAINTAIN TREES/SHRUBS/HEDGES



- 3.3.1 **Prune Trees/Shrubs.** Clippings shall be removed and disposed of upon completion of work. Contractor shall prune trees in improved and semi-improved areas on a 3 to 5 years pruning cycle. The pruning schedule shall be included in the Contract Management Plan with updates provided in the monthly Work Plan Report. Minimum safety clearance is 14 feet over streets, 12 feet over driveways, 8 feet over walk areas, and 4 feet from buildings and fences. Other trees shall be pruned on an as-required basis to provide safety, clearances and/or to prevent structural damage. Topping and de-horning shall not be permitted. Trimming/pruning of trees around utility poles/power lines is the responsibility of the contractor. Notify the COTR when trimming/pruning around utility poles/power lines is needed.

Shrubs shall be pruned annually or as required to maintain their natural growth characteristics. New growth above the specified sizes shall not be allowed to exceed 8". Minimum clearances from buildings, utilities and other obstructions shall be 6". Broadleaf evergreens and flowers shall be pruned annually or as required to maintain minimum clearances.

- 3.3.2 **Maintain Beds/Planted Areas.** Fertilize, water, edge, eliminate weeds, maintain wood chips or rock levels, and repair or replace damaged plants in shrub and plant beds and landscape areas in established beds. All weeds shall be removed or eradicated manually. The Government shall make final determination if herbicides are needed. The Contractor shall notify the COTR of deteriorating trees and shrubs, and replace those lost to insect damage, disease, or drought as provided by the Government. The Contractor is not responsible for the cost of replacements. Removal of dead trees and shrubs must be accomplished within two (2) work days after approval of COTR. All replacement trees/shrubs shall be cared for by the Contractor to lessen shock, i.e., watered, kept in shaded areas, etc.) until such time that planting is appropriate. Replacement of trees or shrubs need not be at the exact location where removal occurred. The Contractor shall notify the COTR prior to planting trees or shrubs for proper spacing and markings of where trees or shrubs shall be planted.

### 3.4 **PERFORM SNOW/ICE REMOVAL**

- 3.4.1 **Snow/Ice Removal.** Before 1" of accumulation, the Contractor shall remove all snow/ice from all sidewalks, steps, landings, parking areas, and entrance ramps as identified in Map 3.2 as Priority I by 6:00 a.m. on business days. For areas identified as Priority II, when accumulation reaches one inch, Contractor shall remove snow, including drifts or piles from sidewalks, steps, landings, parking areas and entrance ramps so as to insure a pathway at least 6' wide is maintained free of snow accumulation. For areas identified as Priority III, the Contractor shall provide snow removal when accumulation totals 2" or within 2 hours after the snowfall stops. This may require multiple snow/ice removals each day.

Ice shall be removed immediately to provide secure footing by the snow removal operation or sanded with washed concrete sand or other deicing (salt) products provided by the COTR. Sand and/or salt shall be removed once snow and icing conditions have ceased.

On weekends and holidays, snow accumulation of over 2" shall be removed from Priority I areas.

Fire hydrants shall always remain clear of snow and be visible from the road.

### **SKILLS NECESSARY TO PERFORM**

**GROUND MAINTENANCE (#11210 Laborer, Grounds Maintenance)** - maintains grounds of public property such as buildings, camp and picnic grounds, parks, playgrounds, greenhouses, and athletic fields, and repairs structures and equipment, performing one or more of the following tasks: cuts grass, using walking-type or riding mowers. Trims hedges and edges around walks, flower beds, and wells, using hedge trimmers, clippers and edging tools. Prunes shrubs and trees to shape and improve growth, using shears and other hand tools.

Sprays lawn and shrubs during dry periods, using hose or activating sprinkler system. Picks up and burns or carts away leaves, paper or other litter. Removes snow from walks, driveways, roads, or parking lots, using shovel and snow blower. Spreads salt on roads, walkways and other areas. Repairs and paints fences, gates, benches, tables, guardrails, and outbuildings. Assists in repair of roads, walks, buildings, and mechanical equipment. May clean comfort stations, office and workshop areas, and parking lots by sweeping, washing, mopping, and polishing.

**LABORER (#23470 Laborer)** - performs tasks which require mainly physical abilities and effort involving little or no specialized skill or prior work experience. The following tasks are typical of this occupation: loads and unloads trucks, and other conveyances; moves supplies and materials to proper location by wheelbarrows or hand trucks; earth excavations; levels ground using pick, shovel, tamper and rake; shovels concrete and snow; cleans culverts and ditches; cuts tree and brush; operates power lawnmowers. Moves and arranges heavy pieces of office and household furniture, equipment, and appliances; moves heavy pieces of automotive, medical engineering, and other types of machinery and equipment. Spreads sand and salt on icy roads and walk-ways; picks up leaves and trash.

### PERFORMANCE REQUIREMENTS SUMMARY (PRS)

The following PRS tables exhibit:

1. List the PWS requirements that the Government will surveil. The absence of any contract requirement from the PRS shall not detract from its enforceability nor limit the rights or remedies of the Government under any other provisions of the contract, including the clauses entitled "Inspection of Services" and "Default."
2. Define the standard of performance for each listed service.
3. Set forth the maximum allowable deviation from standard performance for that service to be found acceptable. Performance that exceeds the standard will be rewarded in accordance with the payment computation formula described in Attachment 6 of the contract.
4. Set forth the surveillance methods (located under Section E of the contract) the Government will use to evaluate the contractor's performance for the listed tasks.
5. Set forth the amount of the incentive fee allowed for each performance indicator listed in the form "Incentive Fee Calculation."

### PERFORMANCE REQUIREMENTS SUMMARY

3. GROUNDS MAINTENANCE		
PERFORMANCE INDICATOR	STANDARD	MAXIMUM ERROR RATE*
Maintain improved grounds, semi-improved grounds, trees, shrubs, and hedges, and perform snow and ice removal.	As prescribed in the following tables.	10%*

\*Maximum allowable degree of deviation from the standard.

<b>3.1 MAINTAIN IMPROVED GROUNDS</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Mow and Trim Improved Grounds Class I and II areas	Maintain grass on improved grounds between 2" to 4". Trimming shall coincide with mowing to match surrounding area.
Edging Class I and II areas	As needed to maintain within ½" of edged surface, depth of 2"
Policing Class I	Twice daily
Policing Class II	Daily
Repair Damaged Grass Area	As required to match surrounding area
Emergency/Special Events	Initiate emergency response in 1 hour (business hours) or 2 hours (non business hours) and work completed by scheduled event.

<b>3.2 MAINTAIN SEMI-IMPROVED GROUNDS</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Mowing and Trimming Class III areas	Maintain grass on semi-improved grounds between 6" to 10". Trimming shall coincide with mowing.
Vegetation Control Class III or unclassified areas	Maintain selected semi-improved ground to prevent fire hazards and for security reasons. Keep TFHRC perimeter fence clear of fallen trees and vegetation.
Edging	As needed to maintain within ½" of edged surface, depth of 2"
Policing Grounds Class III areas	Daily

<b>3.3 MAINTAIN TREES, SHRUBS, HEDGES</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Prune Trees	On a 3 to 5 year pruning cycle
Prune Shrubs	Annually maintain clearance requirements
Maintain Beds/Planted Areas	As required to maintain appearance and eliminate weeds

<b>3.4 PERFORM SNOW/ICE REMOVAL</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Remove Snow <b>Priority 1</b>	All snow before 1" of accumulation by 6:00 a.m. and keep free of snow accumulation.

<b>3.4 PERFORM SNOW/ICE REMOVAL</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Remove Snow <b>Priority 2</b>	Accumulation reaches 1", remove snow to provide pathway of 6' and maintain free of snow accumulation.
Remove Snow <b>Priority 3</b>	Accumulation reaches 2" or within 2 hours, after the snowfall stops, remove snow.
Remove Ice	Immediately. Sand and/or salt will be removed once snow and ice conditions cease.

### WORKLOAD ESTIMATES

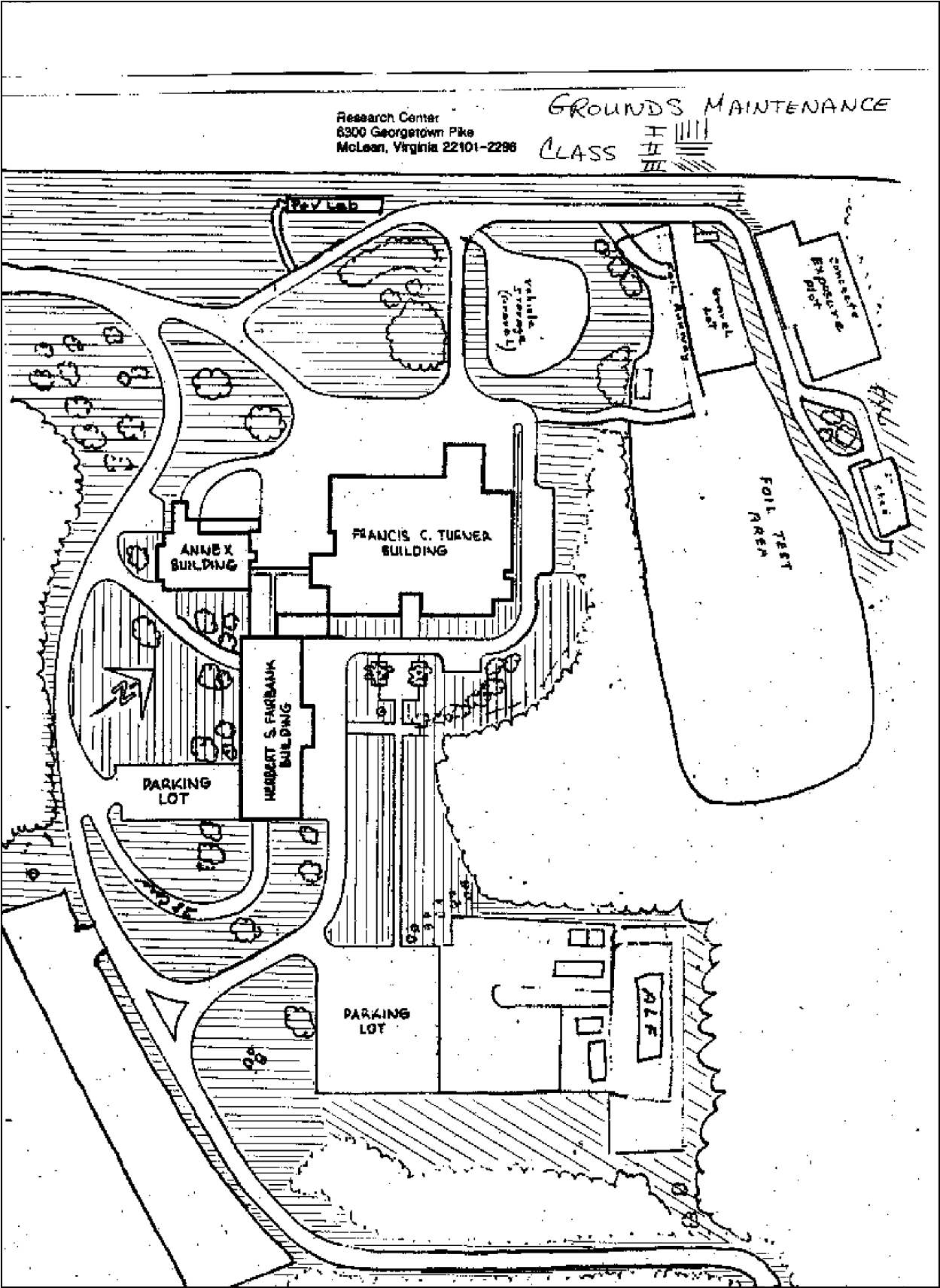
The Contractor shall provide grounds maintenance for the following grounds areas:

<b>ITEM</b>	<b>NAME</b>	<b>ESTIMATED QUANTITY</b>
1	Improved Grounds (Class I & II)	16.0 Acres
2	Semi-improved Grounds (Class III and unclassified areas)	27.0 Acres
3	Trees/Shrubs/Hedges	43.0 Acres
4	Snow/Ice Removal	4,200.0 LF
5	Edging	4,650.0 LF

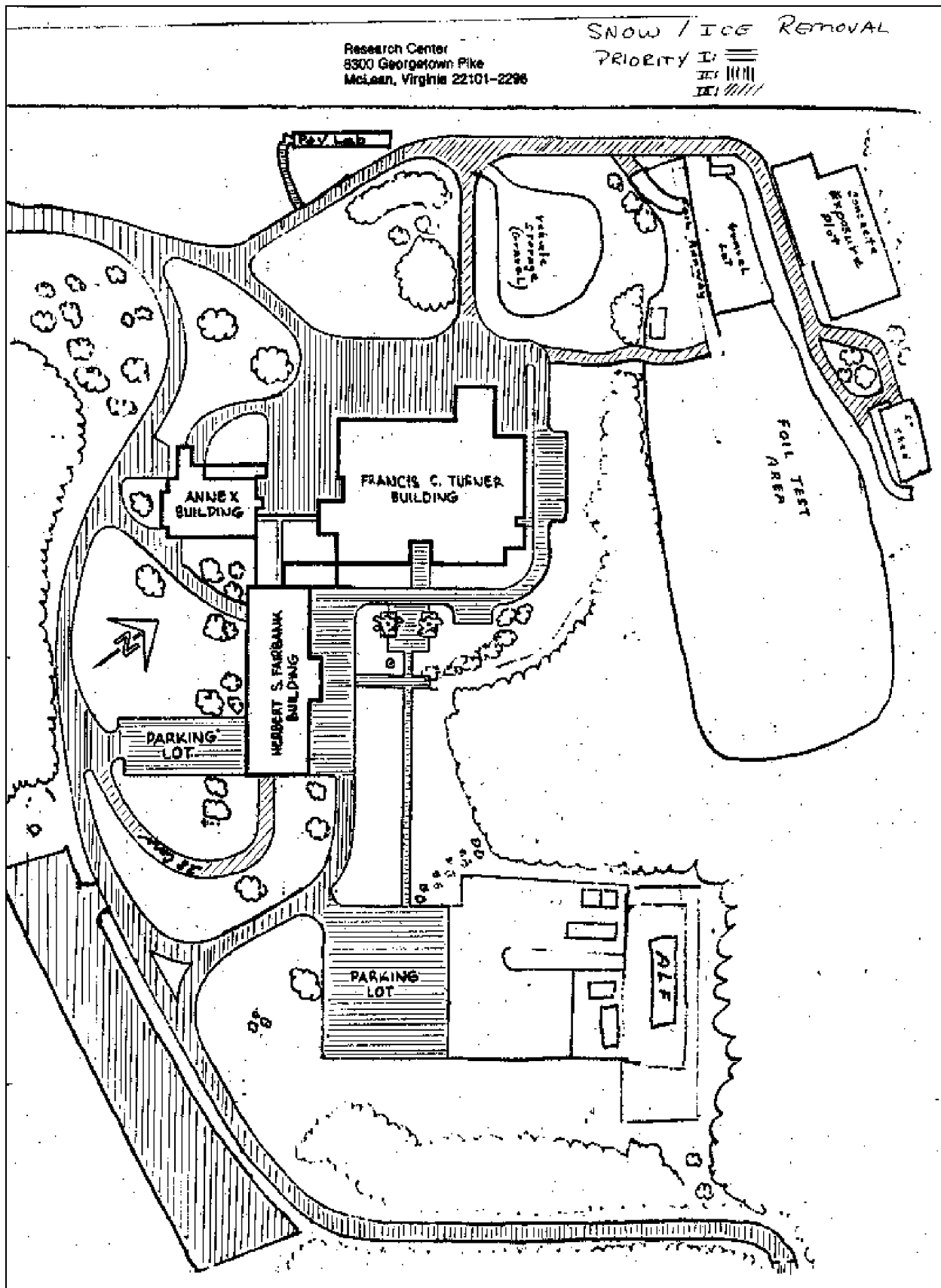
### MAPS / WORK AREA LAYOUTS

Attached Maps Are:

Map 3.1            Grounds Maintenance Classifications  
Map 3.2            Snow/Ice Removal Classifications



Map 3.1 Grounds Maintenance Classifications



**ATTACHMENT 4**

**PERFORMANCE WORK STATEMENT  
FOR  
CUSTODIAL SERVICES**

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## TECHNICAL DEFINITIONS

**Basic Cleaning Services.** All individual cleaning tasks as identified in the Performance Work Statement (PWS).

**Carpet Maintenance.** All organized and comprehensive contractor-managed program which ensures all carpeted floors receive systematic and scheduled maintenance to maintain the standards of this PWS. This includes, but is not limited to, vacuuming and cleaning of carpets, daily spot removal, etc.

**Clean.** "Clean" shall be defined as free of dirt, dust, spots, streaks, stains, smudges, litter, debris, and other residue.

**Damp Mopping.** Cleaning floor surfaces after sweeping or dust mopping to pick up any remaining dust or dirt utilizing clean water and a detergent solution (and disinfectant where required by the PWS) with a dry-wrung mop.

**Debris.** Any articles, or parts thereof, such as paper, gum, paper clips, candy, lint, litter, strings, cigarette butts, leaves, sand spurs, excrement, etc.

**Deep Dirt Extraction.** A restorative technique using the hot water or steam extraction method of deep cleaning carpet fibers to extract dirt, dust, debris, soil, stains, and odor in the carpet. Method utilizes a steam cleaning machine which forces carpet cleaning solution into the carpet, vacuums solution from the carpet, forces clean water into the carpet fibers to rinse out all solution, and then vacuums all remaining moisture from the carpet.

**Dirt.** Particles of sand, soil, grit, or pebbles; mud, dust, fuzz, tar, liquid stains, vomit, ashes, etc.

**Disinfect.** Cleaning in order to destroy any harmful microorganisms by application of an approved chemical agent.

**Dry Buffing.** A process used to eliminate heel marks and scuffs and restore the floor to a uniform appearance using a soft buffing pad and floor machine. Dust mopping and damp mopping shall occur before this procedure.

**Dust Mopping.** Removing dirt and debris from floor surfaces by use of a dust mop.

**Emergency or Special Event Cleaning.** Emergency or special event cleaning as defined by the COTR.

**Maintain Floors.** The tasks of sweeping, dust mopping, damp mopping, wet mopping, scrubbing, stripping, sealing, waxing, dry buffing or spray buffing, to maintain floors in an existing state as described in this PWS.

**Response Time.** Response time is defined as the time allowed the Contractor after initial notification of a work requirement to be physically on the premises at the work site, with appropriate tools, equipment, and materials, ready to perform the work required.

**Scrubbing (floor).** Cleaning floor surfaces after sweeping or dust mopping by agitation of detergent solution applied to the floor by a floor scrubbing machine or wet mop saturated with detergent solution followed by a clean water rinse and damp mop or vacuum pickup.

**Sealant.** After stripping, thoroughly rinsing and neutralizing, a thin coat of sealant is applied to protect and seal the floor surface.



**Common Space.** A space is an area to receive custodial services which may or may not be considered a room by common definition. Examples of spaces are definable sections of hallways, stairwells, lobbies, open bay offices, entrances, and elevators.

**Stripping.** Removing old wax from floor surfaces by use of an approved chemical solution.

**Waste Containers.** Waste containers are defined as trash receptacles, waste baskets, trash cans, wastepaper baskets, ash trays, or any container holding trash, paper, or refuse of any type.

## **SPECIFIC TASKS UNDER CUSTODIAL SERVICES**

### **4.1 BASIC CLEANING SERVICES**

The Contractor shall provide basic cleaning services as indicated on the performance requirements summary. A monthly schedule must be provided showing scheduled basic cleaning and periodic cleaning on the first day of a new month. All changes to the schedule must be approved prior to deviation by the COTR. All areas shall be identified using posted room numbers.

**Note: Special Cleaning Requirement for Computer Terminal Room.** Special care is required for cleaning and working close to electronic equipment and computers. Vacuuming shall be performed using equipment with dust free exhaust. Soft Brush attachments are to be used on equipment, furniture and floors.

- 4.1.1 **Sweep/Dust Mop Floors.** All tiled or resilient floor surfaces shall be swept or dust mopped. After the floor has been swept or dust mopped, the entire floor surface, including corners and abutments behind doors and under furniture, will be free of litter, dust and debris. Chairs, trash receptacles, and easily moveable items shall be tilted or moved to sweep underneath and replaced after task is completed.
- 4.1.2 **Damp Mop Floors.** All accessible floor areas shall be damp mopped. Chairs, trash receptacles, and easily moveable items shall be moved to mop underneath and replaced after completion. After being mopped, the floor shall have a uniform appearance with no streaks, swirl marks, detergent residue, or any evidence of soil, stains, film debris or standing water. There shall be no splash marks or mop streaks on furniture, walls, baseboards, etc., or mop strands remaining in the area. Do not mop wood or carpeted floors.
- 4.1.3 **Remove Trash.** All trash containers shall be emptied and containers returned to their initial location. Boxes, cans, papers placed near a trash receptacle and marked "TRASH" shall be removed. Any obviously soiled or torn plastic trash receptacle liners in such receptacles shall be replaced. All debris or liquids remaining in a trash receptacle due to a leaky plastic trash bag must be removed. Trash shall be disposed of in plastic bags secured with bag ties. The Contractor shall pick up any trash that may fall onto the facility or grounds during the removal of such collection trash. The trash shall be deposited in the outside trash collection dumpster. Unless otherwise indicated, trash shall be picked up from all office waste baskets. Dirty trash receptacles shall be washed inside and out and shall be odor free.
- 4.1.4 **Empty and Clean Public Ash Trays and Urns.** The Contractor shall empty all public ashtrays urns and wipe with a cloth. Wash ashtrays with a cleaning solution and wipe dry as required to remove odor and stains. Clean all public urns and replace sand.
- 4.1.5 **Perform Low Dusting.** After low dusting, all dust, lint, litter, and dry soil shall be removed from the horizontal surfaces of chairs, file cabinets, conference tables, and other types of furniture and equipment

and from horizontal ledges, window sills, hand rails, baseboards, radiators, door frames, window frames, partitions, air conditions vents, etc., to a line 7'-0" above the top of the floor level. Woodwork shall appear bright.

- 4.1.6 **Clean Interior Glass/Mirrors.** Includes all glass partitions, walls, doors, mirrors and adjacent trim with a lower edge below seven (7) feet. Glass that extends higher than seven (7) feet shall not be included. After glass cleaning, there shall be no traces of film, dirt, smudges, hand prints, water or other foreign matter. (NOTE: Both sides of glass partitions, walls and doors are to be cleaned.)
- 4.1.7 **Clean Other Interior Glass.** Clean trophy/display cases, directory boards and other interior glass. After glass cleaning there shall be no traces of film, dirt, smudges, hand prints, water or other foreign matter.
- 4.1.8 **Clean Drinking Fountains.** Disinfect all porcelain and polished metal surfaces, including the orifices and drain, as well as exterior surfaces of fountain. After cleaning, the entire drinking fountain shall be free from streaks, stains, spots, smudges, scale, and other obvious soil. The wall around the fountain shall be free of spots and water marks.
- 4.1.9 **Clean Stairways.** All floor surfaces (stair landings and steps) shall be maintained and all lint, dust, dirt and debris removed. Grease and grime shall be removed from metal or rubber stair guards, handrails and baseboards. Contractor shall remove all marks, dirt, smudges, cuffs, and other foreign matter from adjoining stairwell walls to provide or maintain a clean, uniform appearance.
- 4.1.10 **Vacuum Office Carpets.** After being vacuumed, the carpeted floor shall be free of all visible litter and soil. Any spots shall be removed by carpet manufacturer's approved methods as soon as noticed. All tears, burns, and raveling shall be brought to the attention of the COTR. Area and throw rugs are included to receive this service.
- 4.1.11 **Vacuum Common Area Carpets.** Common area carpets shall be vacuumed to the same standard as office areas and all tears, burns, and raveling shall be brought to the attention of the COTR.
- 4.1.12 **Spot Clean Carpets.** The Contractor shall spot clean/shampoo carpets that has been stained over an area of 2 sq. ft. or less.
- 4.1.13 **Vacuum/Clean Walk-Off Mats.** After vacuuming or cleaning, mats shall be free of all visible lint, litter and soil. Carpet style mats entrance mats shall be vacuumed daily to remove soil and dirt and to restore resiliency of the carpet pile. Rubber or polyester entrance mats shall be swept, vacuumed, or hosed-down and then dried to remove soil and grit. Soil and moisture underneath entrance mats shall be removed and mats returned to their normal location.
- 4.1.14 **General Spot Cleaning.** Contractor personnel shall perform spot cleaning on a continual basis. Spot cleaning includes, but is not limited to the removing of, or cleaning of smudges, fingerprints, marks, streaks, spills, etc., from washable surfaces of all walls, partitions, vents, grillwork, doors, door guards, door handles, pushbars, kickplates, and fixtures. Germicidal detergent shall be used in restrooms, locker rooms, break areas, and drinking fountains. After spot cleaning, the surface shall have a clean, uniform appearance, free of streaks, spots and other evidence of removed soil.
- 4.1.15 **Customer Complaints.** Once a customer complaint is verified, the Contractor shall respond to the deficiency within 30 minutes and rectify within 2 hours.

- 4.1.16 **Conference Rooms.** Set up and clean up three conference rooms as scheduled. Schedules will be provided daily. Set up must be completed 30 minutes prior to the scheduled meeting. All conference room set ups will be predetermined by the Government.

## 4.2 RESTROOM/LOCKER ROOM CLEANING

The Contractor shall perform the following work for restrooms/locker rooms as indicated in the performance requirements summary.

- 4.2.1 Completely damp clean and disinfect all surfaces including sinks, toilet bowls, urinals, lavatories, showers, shower mats, dispensers, saunas, partitions, doors, walls, stall partitions, and other such surfaces, using a germicidal detergent. After cleaning, receptacles will be left free of deposits, water stains, dirt, streaks, finger prints and odors.
- 4.2.2 Disinfect all surfaces of partitions, stalls, stall doors, entry doors,(including handles, kickplates, ventilation grates, metal guards, etc.) and wall areas adjacent to wall mounted lavatories, urinals, and toilets. The wall surfaces shall be free of spots, smears, stains, hand prints, pencil or ink marks.
- 4.2.3 Descale showers, toilet bowls and urinals. After descaling, the entire surface shall be free from streaks, stains, scale, scum, urine deposits, and rust stains.
- 4.2.4 Sweep and mop floor. After sweeping and mopping, the entire surface shall be free from litter, dust and foreign debris including grout. Grout on wall and floor tiles shall be free of dirt, scum, mildew, residue, etc. Floors shall have a uniform appearance without streaks, swirl marks, detergent residue, or any evidence of soil, stain, film or standing water. Easily moveable items shall be tilted or moved aside to sweep and damp mop underneath. Restroom floors shall be stripped, scrubbed, waxed, etc., as necessary to maintain sanitary conditions and a clean, uniform appearance.
- 4.2.5 Polish all metal plumbing fixtures to be free from mold and water stains.
- 4.2.6 Clean mirrors to be free of streaks, smudges, water spots, and dust.
- 4.2.7 Resupply Restrooms. Contractor shall ensure restrooms are stocked so that supplies do not run out.

## 4.3 PERIODIC CLEANING

The Contractor shall provide periodic cleaning services indicated on the performance requirements summary.

- 4.3.1 **Perform High Dusting.** The Contractor shall provide high dusting. After high dusting, all dust, lint, litter, and dry soil shall be removed from surfaces higher than seven (7) feet above the top of the floor surface. Air conditioning grilles where installed, are included in high dusting. Ceiling light fixtures shall be cleaned as part of high dusting. Fixture cleaning includes the cleaning of lenses and/or reflectors, lamps and fixture housing.
- 4.3.2 **Clean Interior Windows.** Windows are the glass surfaces which are an integral part of the outer wall of the building. After window has been cleaned, all traces of film, dirt, smudges, water and other foreign matter shall be removed from frames, casings, sills, and glass.
- 4.3.3 **Clean Exterior Windows.** Windows are the glass surfaces which are an integral part of the outer wall of the building. After window has been cleaned, exterior frames, casings, sills, and glass shall be free of all traces of film, dirt, smudges, water and other foreign matter.

- 4.3.4 **Clean/Shampoo Carpets.** All cleaning/shampooing shall be accomplished by Deep Dirt Extraction (Steam Cleaning) methods. Apply a heavy duty spot remover in heavily soiled areas. Apply required amount of cleaning solution with the extractor machine, extract, and allow carpet to dry before use. After shampooing, the carpeted area will be uniform in appearance and be free of stains and discoloration. All cleaning solutions shall be removed from baseboards, furniture, trash receptacles, chairs and other similar items. Chairs, trash receptacles, and easily movable items shall be moved to clean carpets underneath, and returned to their original location.
- 4.3.5 **Clean High Glass.** Includes all glass partitions, walls, mirrors and adjacent trim with a lower edge above seven (7) feet from the floor. High glass will receive the same quality cleaning as glass at lower levels, but at less frequent intervals. After glass cleaning, there shall be no traces of film, dirt, smudges, water or other foreign matter. (NOTE: Both sides of glass walls and partitions are to be cleaned.)
- 4.3.6 **Dust Blinds and Draperies.** After cleaning, all blinds and draperies shall be free of all dust, lint and spider webs.
- 4.3.7 **Strip, Scrub, Seal, and Wax Floors.** Strip, scrub, seal, and wax floors as necessary to maintain a uniform glossy appearance. The Contractor shall perform all tasks associated with the stripping, sealing, and waxing of the floor surface. Use a non-skid wax. A uniform glossy appearance is free of scuff marks, heel marks, wax build-up, and other stains and discoloration.
- 4.3.8 **Emergency Cleaning.** During non-business hours, the resident manager shall respond within one (1) hour to meet with the COTR. Contractor personnel shall begin clean-up within two hours after notification. Contractor shall perform emergency cleaning required due to broken water pipes, commode overflow, vandalism, etc. to restore an area to its normal state of cleanliness and appearance. During regular business hours the response time to meet the COTR will be 15 minutes and the Contractor personnel shall begin clean up in 30 minutes from notification.
- 4.3.9 **Special Event Cleaning.** Special events may occur during the year that require an extra effort on part of the contractor. These events include, but are not limited to, VIP visits and inspector general team visits. Cleaning may include, but not limited to additional carpet cleaning, floor maintenance, and restroom cleaning. The COTR will notify the Contractor as soon as requirement is known. All work will be completed prior to the start of the event.

## SKILLS NECESSARY TO PERFORM

**JANITOR (#11150 Janitor)** - cleans and keeps in an orderly condition office/laboratory working areas, washroom, or premises of an office, or commercial or other establishment. Duties involve a combination of the following: sweeping, mopping or scrubbing, and polishing floors; removing trash, and other refuse; dusting equipment, furniture or fixtures; polishing metal fixtures or trimmings; providing supplies and minor maintenance services; and cleaning lavatories, showers, and restrooms.

## PERFORMANCE REQUIREMENTS SUMMARY (PRS)

The following PRS tables exhibit:

1. List the PWS requirements that the Government will surveil. The absence of any contract requirement from the PRS shall not detract from its enforceability nor limit the rights or remedies of the Government under any other provisions of the contract, including the clauses entitled "Inspection of Services" and "Default."

2. Define the standard of performance for each listed service.
3. Set forth the maximum allowable deviation from standard performance for that service to be found acceptable. Performance that exceeds the standard will be rewarded in accordance with the payment computation formula described in Attachment 6 of the contract.
4. Set forth the surveillance methods (located under Section E of the contract) the Government will use to evaluate the contractor's performance for the listed tasks.
5. Set forth the amount of the incentive fee allowed for each performance indicator listed in the form "Incentive Fee Calculation."

**PERFORMANCE REQUIREMENTS SUMMARY**  
for  
**CUSTODIAL SERVICES**

<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>	<b>MAXIMUM ERROR RATE*</b>
Perform daily daytime cleaning and maintenance for all areas of the facility, such as stripping and waxing floors, restroom cleaning, and monitor general cleanliness and appearance of the corridors and office areas.	As prescribed in the following charts.	10% *

\*Maximum allowable degree of deviation from the standard.

<b>4.1 PERFORM BASIC CUSTODIAL SERVICES</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Sweep/Dust Mop/Vacuum common area floors	Daily
Damp Mop Floors, Stairways	Weekly (Class I, Daily)
Remove Trash, General Spot Cleaning, Empty Clean Ash Trays, Clean Walk-off Mats, Drinking Fountains	Daily
Low Dusting, Interior Glass/Mirrors, Other Interior Glass	Once per week (Class I and II, Daily)
Vacuum/Sweep/Dust Mop Offices, Spot Clean Carpet	Weekly (Class I and II, Daily)
Special Cleaning Requirement for Computer Terminal Room	Vacuum or sweep computer room floor weekly. Dust weekly.

<b>4.2 PERFORM RESTROOM SERVICES</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Clean and Disinfect	Daily

<b>4.2 PERFORM RESTROOM SERVICES</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Descal Shower, Toilet Bowls, and Urinals, Sweep and Mop Floors, Resupply Restrooms, Inform COTR when supplies are low, Clean Mirrors, Polish Metal	Daily

<b>4.3 PERFORM PERIODIC SERVICES</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Strip, Scrub, Seal, Wax Floors, Clean/Shampoo Carpets	Corridors - Monthly; Offices - <i>As needed</i>
Interior Windows, Exterior Windows	Semi-annually
High Dusting, Dust Blinds/Drapes, Clean High Glass	Semi-annually
Emergency/Special Events Cleaning	<i>As needed</i>

## WORKLOAD ESTIMATES

The Contractor shall provide custodial maintenance services for each building located at TFHRC. The frequency of each task is identified as Classes I and II in the work area layout maps. As a general guideline, the following table is provided:

<b>BUILDINGS</b>	<b>OFFICE GRADE SPACE (SQ.FT.)</b>	<b>INDUSTRIAL GRADE SPACE (SQ.FT.)</b>
Turner	38,280	44,720
Fairbank	20,203	38,947
Annex	4,009	13,783
Connecting Structures	---	8,380
<b>TOTALS</b>	<b>62,492</b>	<b>105,830</b>

## WORK AREA SPECIFICATIONS:

<b>AREA/ITEM</b>	<b>SIZE/NUMBER</b>
Class 1 Area:	4,377 SQ. FT.
CLASS 2 Area:	4,837 SQ. FT.
Bathrooms	20
Sinks	38

AREA/ITEM	SIZE/NUMBER
Stalls	41
Urinals	21
Shower Stalls	6

**ATTACHMENT #5**

**PERFORMANCE WORK STATEMENT  
FOR  
FACILITIES MANAGEMENT**

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## TECHNICAL DEFINITIONS

**Breakdown.** The stoppage or collapse of equipment or a facility, or a component thereof, that requires immediate corrective action to restore it to an operating condition.

**Check.** To examine, test, or compare with a standard to verify that the equipment or process under surveillance is operating within design conditions.

**Corrective Maintenance.** Corrective maintenance is maintenance and repair work that is required to return a system or component to proper operating condition.

**Critical Equipment and Facilities.** Items of equipment or facilities which must operate continuously or throughout the respective season in order to support critical missions. Failure of equipment or facilities in meeting design output requirements may affect the health and welfare of personnel or damage the Government equipment or properties. Emergency or urgent service calls are often required to restore the critical equipment to optimum operating condition and provide the output required.

**Emission Control.** Any equipment intended to effect the composition or quantity of discharge of substances for environmental purposes.

**Maintenance.** The recurring day-to-day, periodic, or scheduled work required to preserve or restore a real property facility to such a condition that it may be effectively utilized for its designed purpose. The term includes work undertaken to prevent damage to a facility that otherwise would be more costly to restore.

**Operator Care and Maintenance.** The day to day care of all facilities and equipment. This includes operator checks, minor adjustments, lubrication, housekeeping, process data collection, report generation, checklist updates, and safety.

**Operator Process Control Testing.** Those tests needed by the operators to determine process efficiency at that time and which indicate problem areas in the plant at any given time. This testing helps identify treatment units in distress due to possible industrial contamination or other event in the collection system having an impact on water quality.

**Repair.** Repair is the restoration of a piece of equipment, a system, or a facility to such condition that it may be effectively utilized for its designated purposes. Repair may be overhaul, reprocessing, or replacement of constituent parts or materials that have deteriorated by action of the elements of usage and have not been corrected through maintenance, or replacement of the entire unit or system if beyond economical repair.

**System.** A system as used in this contract includes all mechanical and electrical equipment; supporting structures; pneumatic, electrical and mechanical types of controls; and all auxiliary equipment required to provide a specific function or output.

## SPECIFIC TASKS UNDER FACILITIES MANAGEMENT

### GENERAL REQUIREMENTS AND PROCEDURES

All work shall meet the standards specified herein and shall be accomplished in conformance with approved and accepted standards of the industry; equipment manufacturers; all applicable activity, local, State, and Federal standards; and all applicable building and safety codes.

The Government makes no representation or guarantee as to the condition of equipment on the start date of the contract, and no adjustment will be made in contract price relative to equipment condition after award.

When the Contractor completes work on a facility or system, that facility or system shall be free of missing components or defects which would prevent it from functioning as originally intended and/or designed. Corrective or repair/replacement work shall be carried to completion including operational checks and cleanup of the job site. Except where otherwise noted, replacements shall match existing in dimensions, finish, color, design, and quality.

During and at completion of work, debris shall not be allowed to spread unnecessarily into adjacent areas nor accumulate in the work area itself. All such debris, excess material, and parts shall be cleaned up and removed at the completion of the job and/or at the end of each day work is in progress.

During the term of the contract, the Government may replace, renovate, or improve equipment, systems, facilities, components, and fixtures at the Government's expense. All replaced, improved, updated, modernized or renovated equipment, fixtures, facilities, components, and systems shall be maintained, operated, and/or repaired by the Contractor at no additional cost to the Government unless such changes result in an increase or decrease in contract requirements. Changes, replacements, or deletions which result in an increase or decrease in contract requirements will result in adjustments to the contract price in accordance with the "CHANGES" clause, Section I.

Equipment, components, and parts, other than that installed under this contract, shall not be removed or replaced or deficiencies corrected while still under warranty of the manufacturer or the installer without prior approval of the COTR.

All changes to or additions to buildings, structures, and related equipment and systems made by the Contractor shall be preapproved by the COTR and recorded by the Contractor and detailed data provided to the COTR within 5 calendar days of the completed work. This data shall include, but is not limited to, dimensioned drawings and/or sketches.

Attention is invited to the fact that other Contractors are engaged in similar and supporting work, requiring close cooperation. The Contractor for this contract shall cooperate with all other Contractors and avoid conflicts with other Contractor's performance and work schedules.

The Contractor shall have adequate procedures for picking up service call work authorizations during regular working hours, and for receiving and responding to emergency and urgent service calls 24 hours per day, seven days a week, including weekends and holidays.

The Contractor shall respond immediately and must be on the job site and working within 15 minutes after receipt of an emergency service call during business hours and 2 hours after receipt during nonbusiness hours. The Contractor shall work continuously without interruption and shall arrest the emergency condition before departing the job site (e.g., shut off water, close gas valve, temporarily patch roof leak, etc.).

Certain services, i.e., new additions to HVAC systems or alterations which exceed preset cost limits shall be contracted out on an as-needed basis, i.e., elevator repairs, pest control, full-service maintenance contracts on two 200-ton centrifugal chillers.

## **5.1 SERVICE CALLS**

Normal Working Hours. The Contractor's work reception center will receive service call requests during normal working hours and classify each call in accordance with the definitions provided below. All

appropriate information (detailed in Section 5.4.1) will be placed on a Service Call Work Authorization Form and forwarded to the COTR for approval within 2 hours of receipt at the reception center.

After Normal Working Hours. The Contractor shall receive all service call requests directly from building occupants and authorized Government representatives after normal working hours, on weekends, and holidays. Calls will be received and classified by the Contractor as emergency, urgent, or routine in accordance with the definitions provided in the “service call classification” paragraph of this clause, and responded to accordingly. A detailed log of all calls received shall be delivered to the COTR by the next regular working day for approval and possible re-classification. Authorized Government representatives may upgrade or downgrade the classification of any service call received by the Contractor.

Emergency Calls. Emergency calls will consist of correcting failures which constitute an immediate danger to personnel, threaten to damage property, and/or threaten to disrupt activity operations, or affect the operation of critical equipment or systems. The Contractor shall notify the COTR of emergencies during business and nonbusiness hours within 30 minutes.

Urgent Calls. Urgent calls will consist of providing services or correcting failures which do not immediately threaten personnel or property, but which would soon inconvenience and/or affect the health or well being of personnel, lead to property damage, or lead to disruptions in activity/ operations and facility missions. Calls will also be classified as urgent when the service or failure has upper level management attention.

Routine Calls. Service calls will be classified as routine calls when the work does not qualify as an emergency, minor or urgent call.

Minor Calls. Minor calls will consist of small construction jobs, repairs, maintenance, and improvements where the total scope of work will exceed 40 hours and not more than \$3,000 in materials.

Response to Service Calls. Emergency and urgent calls shall be considered received by the Contractor at the time and date the telephone call or condition observed is received. Routine and minor calls shall be considered as received by the Contractor at the time and date the COTR signs work authorization.

The Contractor shall respond immediately and must be on the job site and working within 15 minutes after receipt of an emergency service call during business hours and 2 hours during nonbusiness hours. The Contractor shall work continuously without interruption and shall arrest the emergency condition before departing the job site.

The Contractor shall be on the job site and working within 2 hours after receipt of an urgent service call received during normal working hours, and within 8 hours for urgent calls received after normal working hours, on weekends, or holidays. Once begun, the work shall be prosecuted to completion.

Minor work call completion dates will be negotiated based on the individual job task.

All routine calls must be completed within 3 working days after receipt, and once begun, the work shall be prosecuted to completion. Routine calls shall normally be accomplished during normal work hours, Monday through Friday.

If the Contractor responds to a service call and believes the work required is beyond the scope of what the service call was classified, the COTR must be contacted immediately after discovery. If the COTR agrees the required work is to be reclassified, the time standard for the service call will begin upon re-

classification. If requested by the COTR, the Contractor shall provide a summary of the work needed and a detailed estimate within 1 business day of the request showing the time and material needed.

Within one working day after completion of each service call, the Contractor shall add the following information to the work authorization form and return to the COTR:

- (A) description of work actually completed.
- (B) brief description of material and parts used, including quantities.
- (C) date and time service call was received.
- (D) date and time work was completed.

***For service calls that require materials, the Contractor shall submit in writing to the COTR a procurement request form (DOT 4200.1). The Contractor shall provide part numbers, work order numbers, and estimated costs. Once the materials have been received, the Contractor has the designated time for that classification of service ticket to complete the work.***

## **5.2. PREVENTIVE MAINTENANCE**

The following general requirements are applicable to and amplify the specific PM inspection requirements:

1. Periodic Cleaning, Sanitation. Routine and scheduled cleaning of work areas and mechanical equipment rooms, systems, drains, drain piping, traps and pans, condenser coils, oil filters, applicable air filters, after coolers, cooling and/or heating coils, blower shields and fans, grills, registers, dampers, actuators, louvers, safety controls, and any other applicable equipment, shall be accomplished as a part of the regular scheduled PM inspection and service, or more frequently as may be necessary to maintain a clean and sanitary operating condition.
2. Lubrication, Oil. Check applicable equipment for excessive bearing temperatures, noise, and inadequate lubrication of bearings and moving parts. Lubricate in accordance with manufacturer's instructions as to type of lubricant/oil and frequency of lubrication. Check oil level and oil quality and change dirty/contaminated oil. Make other adjustments to oil systems as required. Check oil temperatures and pressure.
3. Replacement and Cleaning of Air Filters. Cleaning of air filters shall include a check for dust, grease, and other deposits and for missing or improperly fitted filters. Replace throw-away type filters and those missing or having improper fit; wash permanent type filters in soap suds or solvents, rinse in hot water, and restore viscous coating in accordance with manufacturer's instructions.
4. Rust and Corrosion. Clean rusted and corroded areas on equipment. Prime the cleaned surfaces and paint using a primer and paint suitable for the particular equipment and material surfaces being painted. Paint colors shall be matched as closely as possible to original or previous colors, or as otherwise approved by the COTR. Equipment identification data shall not be obscured or covered up with paint.
5. Motors, Drives, Sheaves, Shafts, Couplings, Blowers, Fans, Hubs, Belts, Bearings, Gearboxes, Guards. Check for accumulations of dust, dirt, grease, and oil. Clean, adjust, service, repair, or replace items as necessary to correct existing deficiencies such as: worn, loose, missing, or damaged parts, guards, connections, and connectors; bent blades; worn, loose, broken or missing belts; unbalanced moving parts; shaft misalignment; worn or damaged couplings; excessive noises and vibrations; end play of shafts; bad bearings; ineffective isolators; vibration absorbers, etc. Check full load and run load amps

of each electric motor, other than fractional H.P. and compare with manufacturer's data plate ratings. Check condition of motor windings and brushes.

6. Wiring, Electrical Control Circuits, Systems. Check for loose, charred, broken, or damaged wires and insulation; short circuits, loose or weak contact springs; worn or pitted contacts; proper sizing of fuses; defective operation of parts and components; and other deficiencies. All wire splice connections shall be properly insulated. All electrical wiring, circuits, etc., shall be in accordance with the national Electrical Code for the particular application in which used. Clean, adjust, service, repair, or replace items found to be deficient.

7. Fire and Safety Hazards. Check for dust, dirt, soot, oil and grease deposits and accumulations, drippings, presence of flammable materials, rags, debris, and any other conditions that may be construed to be a potential fire or safety hazard. Correct or remove from the site all fire and safety hazards.

8. Thermostats, Subbases, Guards, Covers, Ambientstats, sub and master Controllers, Sensors, Transmitters, Temperature & Pressure Controls, etc. Check for improper settings, defective operation, calibration and cleanliness, proper control voltages, and pneumatic air operating pressures. Check for deficiencies in wiring, tubing, piping, switches, relays, coils, solenoids, transformers, controls, sensors, thermostats and protective covers and guards, ambientstats, aquastats, pressure switches, reversing relays, timing devices, master and sub-master controllers, outdoor authority override controllers, etc. Clean, adjust, service, repair, or replace items found to be defective.

9. Air Handler Units, Ducts, Plenums, Grilles, Registers, Diffusers, Screens, Dampers, Vanes, Mixing Boxes, VAV Boxes, Balancing of Air Systems. Check plenum chambers, supply and return air ducts, branch ducts, mixing boxes, VAV boxes, dampers, registers, grilles, diffusers, louvers, and insect and bird screens. Check for dirt, dust and trash; air leaks, broken ripped or torn insulation and disconnected ducts; loose or broken connections, brackets, hangers, supports, and other parts; excessive vibrations or other movements; defects in metal, fiber glass, and other materials; proper operation of movable parts such as dampers, louvers, and vanes in relation to the controlling device; and inadequate air flow and/or distribution in main and branch duct circuits. Check air handler unit systems for proper operation and correct CFM air flow. Balance air distribution systems to original design specifications for all areas being serviced by the systems. Check air temperatures and static pressures. Check turning vanes, fire dampers, access openings, doors, panels, outside air make-up systems, ducts, and screens. Clean by sweeping, brushing, dusting, vacuuming, washing, hosing with water, detergents, degreasers, solvents, chemicals, air pressure, steam, or other methods as are applicable to the nature of the item being cleaned, and as may be required to obtain desired results. Clean, adjust, service, repair or replace all items found to be deficient.

10. Structures, Casings, Hangers, Supports, Beams, Platforms, Slabs, Pads, Vibration Absorbers, and Sound Isolators. Check mounting bolts; loose, broken, or missing parts, connections and hardware; improper level of equipment; and defective sound cushion isolators and vibration absorbers. Check for dirt, dust, trash, and other debris accumulated on or around the equipment. Check the security of all mounting and attaching points. Check for vibrations and other unusual movements. Clean, adjust, service, repair, or replace all items found to be deficient.

11. Coils; Cooling/Heating, Condenser (Water and Refrigerant). Check for obstructions to air flow through all coils. Check for dust, dirt, and foreign materials accumulation, unusual noises and vibrations, and loose, missing or damaged parts. On direct expansion systems check for frosting or icing of coils; proper operation of automatic temperature controls and defrost timers; and check superheat across evaporator coils. Check all coils for leaks. On water cooling/heating coils check for proper water flow, temperature, and pressures across the coil. Clean and flush the water side of water cooling/heating coils

(as applicable) as necessary to correct any deficiencies not allowing for proper operation. Check for damaged, bent or corroded coil fins on all coils. Clean, adjust, service, repair, or replace items found to be deficient.

12. Condensate Drains, Pans, Piping, Traps. Check all condensate drain pans for algae growth and sedimentation, damaged coatings and insulation, rust corrosion, and leaks. Check condensate drain pipes and traps to assure they are open and water flow is not restricted. Clean, adjust, service, repair, or replace items found to be deficient.

13. Piping; Water, Refrigerate, Oil, Air. Check for leaks, rust, corrosion, deformation, and material defects of all applicable piping and tubing. Check for piping and tubing vibrations, looseness, and rubbing against objects that can cause damage to the equipment; proper support for the piping and tubing; and vibrabsorbers, expansion joints and rupture discs. Piping, tubing, and fittings being replaced shall be compatible with existing materials. Clean, adjust, service, repair, or replace items found to be deficient.

14. Compressors. Check for dust, dirt, oil and grease deposits and accumulations, leakage of refrigerant and oil, cracked/clear sight glasses and gauges, damaged fittings, piping, valves, etc. Check for loose connections, excessive or unusual noise and vibrations; proper suction and discharge temperature and pressures, and indications of excessive heat. Check oil levels, unloaders for proper operation, and change out dirty/contaminated oil and filters. Check compressor full load and run load amps, compare against manufacturer's data plate rating, and record the findings. Check all electrical wiring and related components. Record the suction and discharge pressures and type and amount of refrigerant and/or oil added to the system, on the log sheet (as applicable) for air conditioning and compressed air plant compressors. Meg the motor windings on all compressor motors 15 H.P. and larger once each year and record the readings. Clean, adjust, service, repair, or replace items found to be deficient.

15. Air Cooled Condensers. Check for dust, dirt, foreign materials, oil and grease accumulations, leaks, excessive or unusual noise and vibrations; and loose, missing, or damaged parts. Check motors, sheaves, belts, bearings, shafts, supports, brackets, hardware, etc; check operation and calibration of fan cycling controls, low ambient switch controls and dampers, head pressure control louvers, actuators, and regulators, as applicable. Check for proper air flow through the condenser coil; and bent, damaged or corroded coil fins and fan blades. Remove weeds, bushes, and other obstructions within three feet of air cooled condensers. Clean, adjust, service, repair, or replace items found to be deficient.

16. Refrigerant & Oil Systems; Separators, Driers, Strainers, Filters, Oil Traps. Check for proper operation, refrigerant and oil leaks, and other material defects; check sight glass for clarity, cracks, or moisture. check refrigerant and oil charges and levels. All systems with changeable core type filters/driers shall be changed as part of the regular PM inspection and service, or more often if required. Clean, adjust, service, repair, or replace items found to be deficient.

17. Pump Units. Check for dust, dirt, and other deposits; leaks; excessive or unusual noise and vibrations; and loose, broken, or missing parts and connections. Check for correct rotation and prime. Check seals, gaskets, packing, bearings, mounting bases and hardware, couplings, guards, and inlet and discharge pressures, and overall operations. Clean, adjust, service, repair, or replace items found to be deficient.

18. Tanks, After Coolers, Heat Exchanges, Heat Recoverer, Receivers, Accumulators. Check pressure tanks and other equipment items for damage and deterioration. Blow down or drain air tanks. Check all equipment items for leaks and missing or defective parts. check pressure relief valves, check valves

and regulators for proper operation. Check liquid levels, sight glasses, heat transfer, temperature differentials, and pressures as applicable.

19. Balancing Chilled and Condenser Water Systems. Perform test of chilled and condenser water systems to assure these systems are providing the most efficient and economical operations attainable for that equipment and the facilities which it services. Check balance and rebalance if necessary to meet design specifications. Bleed air from chilled and condenser water loops as required to maintain efficient and standard operating conditions. Repair or replace automatic/manual bleed off valves in systems as required for proper operation.

20. Insulation. Check for wet, damaged, missing, and deteriorated insulation and vapor barriers; broken tie wires, loose or missing binding bands, torn canvas jackets, etc. The insulation on all applicable system components shall be repaired or replaced as needed, with insulation materials having a vapor barrier and insulating value equal to or better than original or existing insulation materials. Insulated surfaces having moisture condensing on the surfaces shall be considered inferior and shall be replaced. Clean, adjust, service, repair, or replace items found to be deficient.

21. Exhaust Air and Ventilating Systems. Check for dust, dirt, grease, and oil accumulations; air flow and weather and elements integrity; suction pressure at air intake; operation of dampers, baffles, solenoids, protective guards, insect and bird screens; and caulking around flashing, ducts, collectors, smoke pipes, cowlings, hoods, caps, and covers. Clean or replace filters as applicable. Check for clogging, broken, or separated joints and seams in ducts, stacks, couplings, sheaves, belts, fan blades, blowers, etc. Check thermal insulation, protective coverings, vapor barriers, and loose or missing fasteners and hardware. Check for material defects and improper operation of moveable parts and components in relation to the controlling device. Check for loose, missing, or poor fitting flashing, fire and safety hazards, warning alarms, etc. Clean, adjust, service, repair, or replace items found to be deficient.

22. Valves; Hand, Check, Relief, Three-Way, Reversing, Float, Makeup, Bleed off, etc. Check applicable valves for operating, leakage, linkages, travel, range limitations, rust, dust, dirt, corrosion, scale, seizing, binding, mounting, clogging, broken, damaged or missing parts, and material defects. Check source of valve operation, i.e., pneumatic, electrical, pneumatic/electric, etc., for required pressures, electrical power voltages, etc. Clean, adjust, service, repair, or replace any parts, materials, components, or combinations thereof found to be deficient as a result of these inspections, to restore valves to a standard operating condition.

23. Cabinets, Cases, Doors, Lids, Panels, Gaskets, Latches, Handles, Hinges, Hardware. Check for cracks, scrapes, gouges, separation, missing, broken or damaged parts and components, bad insulation, bad gaskets, leaks, fitting of doors, etc. Clean, adjust, service, repair, or replace items found to be deficient.

24. Cooling Towers. Check for external scale; leaks; defective valves and float assemblies; and deterioration and improper positioning of slats, baffles, and eliminators used to control water spray and/or distribution. Check for structural damage, rust, and corrosion. Check condition and operation of gearboxes (gear reducers), fans, blades and hubs, motors, drives, shafts, couplings, guards, bearings, etc. Check cooling tower water level, water make-up, drains, valves, overflow, and bleed-off. Clean, adjust, service, repair, or replace items found to be deficient.

The Contractor shall furnish services for the maintenance and repair of cooling tower systems, and for the treatment of cooling tower circulating water. Services shall consist of, but not be limited to, development of a treatment program for each cooling tower; installation of monitoring and treatment

equipment; flushing and cleaning of cooling towers; and testing and treatment of circulating water to prevent accumulation by precipitation of scale, corrosion, biological growths, and other foreign materials.

Circulating water from each cooling tower shall be tested weekly for pH; conductivity; scale and corrosion inhibitor levels; biocide; and bacterial levels. Cycles of concentrations shall be calculated weekly using chlorides.

### 5.3 PLANT OPERATION PROCEDURES

The Contractor shall maintain complete control of the plant operation by preparation and use of written operating procedures and instruction. The procedures shall be prepared by the Contractor with COTR signature and shall comply with manufacturer instructions, industry standards and national, state and local codes. As a minimum, the procedures and instruction shall include:

- Detailed operating instructions for each piece of equipment
- Detailed sequence of start-up and shut-down procedures
- Observations and adjustments to be made during operation
- Frequency of the observations and adjustments, and who shall perform each task
- Plant equipment operating schedule (provided by COTR)
- Water treatment plan
- Systems maintenance and inspection schedule
- Emergency procedures for production/distribution disruptions
- Safety/Accident procedures
- Equipment overhaul and inspection procedures

Procedures and instructions shall be provided for all primary and ancillary systems. These include: boilers/hot water generator, chillers, controls and associated equipment, pumping, distribution, emission control, water treatment, fuel storage and handling equipment, cooling towers, condensers and heat exchangers, chiller purge systems, refrigerant recovery, refrigerant monitoring, etc. These procedures and instructions shall be submitted to the COTR for approval within thirty days after award.

The Contractor shall furnish heating, ventilation, and air conditioning (HVAC) services during normal working hours, being available also on an emergency basis. This service will be required for operation, repair (including welding) and maintenance of all HVAC equipment located at the Turner-Fairbank Highway Research Center. The primary HVAC equipment consists of three (3) 41.82 MBTU oil/gas fired steam boilers, two (2) 200-ton chillers, and one (1) 60-ton chiller. Additional HVAC equipment includes air handlers, cooling towers, self contained HVAC laboratory systems, fans, steam to water converters and pneumatic controls. Half of the equipment is controllable through an in-house energy management system.

**NOTE:** PM and repairs on the two 200-ton chillers are performed under a separate maintenance contract.

5.3.1 Equipment Operations. The Contractor shall operate those HVAC, refrigeration, and compressed air systems indicated in the plant operation procedures. Operations shall be conducted in accordance with applicable manufacturer's specifications, manuals, brochures, literature, directives, pamphlets, etc., except as may be directed by the COTR for reasons of emergencies, inclement weather, energy conservation, safety, etc. Operational checks shall be made 5 times daily with two operational checks on weekdays during nonbusiness hours.



a. Operator Maintenance. Operator maintenance shall be performed five times daily. Operator maintenance shall include the performance of any needed minor adjustments and repairs. Equipment deficiencies which are beyond the scope of operator maintenance shall be noted on Operational Log Sheets and delivered to the COTR no later than 9 AM the following work day.

b. Operation Log Sheets. Operation Log Sheets shall be filled out as part of each operational check. When systems are secured for extended periods for repair, seasonal shutdown, etc., a remark shall be included on the log sheet to that effect. Log sheets shall be subject to periodic inspection by the Government.

5.3.2 Miscellaneous Equipment and Systems. Miscellaneous equipment and systems shall be maintained and repaired in accordance with the recommendations of the manufacturer and the provisions of this contract, including the following:

a. Water coolers shall be maintained and repaired in accordance with the recommended standards of the manufacturer and in accordance with the provisions of this contract. Water temperatures shall be maintained within design specifications and coolers well adjusted to provide for a suitable and adequate water flow when dispensing. Systems include supply water piping, filters, screens, strainers, and valves from the supply water shut-off valve to the unit; and drain water piping and traps from the unit to the point where water discharges into the floor drain or other drain system, or to that point where the drain piping passes through a wall or floor.

b. Dehumidification units, vacuum pumps, uninterruptable power source (UPS) equipment, emergency generators, roll-up doors, and gates shall be maintained and repaired in accordance with the manufacturer's manuals and procedures and the provisions of this contract.

## 5.4 WORK ORDER CONTROL SYSTEM

5.4.1 **Provide work order control system.** The Contractor shall establish and maintain a work order control system which shall provide the following as a minimum: (1) requestor; (2) work or service description; (3) date and time request was received; (4) date completed; (5) list of parts and material used; (6) priority assigned; and (7) requestor sign-off of completed work. The COTR must authorize all work orders before service are to be provided. Completed work orders shall be returned within one day of completion for review by the COTR. Upon completion of work order, information shall be immediately added to the CMMS.

5.4.2 **Maintain all Government-furnished equipment and material.** The Contractor shall assume responsibility and maintain all equipment and material furnished by the Government. Material inventory lists turned over to and accepted by the Contractor shall be updated (electronically) and maintained weekly to reflect the current quantity of parts and supplies on hand and list separately all materials used during the week.

5.4.3 **Work Schedule.** The Contractor shall schedule and arrange work so as to cause the least interference with the normal occurrence of Government business. In those cases where some interference may be essentially unavoidable, the COTR shall be notified before work begins, and the Contractor shall be responsible to make every effort to minimize the impact of the interference, inconvenience, equipment downtime, interrupted service, customer discomfort, etc.

5.4.4 **Notice of Equipment Shut-Downs.** Prior approval shall be obtained from the COTR, except in emergencies, for work requiring shut-down of equipment for more than thirty minutes during regular

work hours. All such requests must be submitted at least 24 hours in advance. In cases where shut-down is necessary, the Contractor shall coordinate the shut-down with the COTR.

- 5.4.5 **Electrical Power and Water (Utilities) Outages.** The Contractor shall shut-down, restart, and perform operational checks on all equipment affected by both scheduled and unscheduled utilities outages. The Contractor will be informed by the COTR as far in advance as time permits of dates, times, building(s), and equipment that will be affected by scheduled utilities outages.
- 5.4.6 **Preventive Maintenance.** The Contractor shall perform preventative maintenance (PM) inspections on the equipment and systems listed in Attachment 9 in accordance with the procedures specified in this clause. PM consists primarily of inspection, cleaning, lubrication, adjustment, calibration, and minor part and component replacement (e.g., filters, belts, hoses, fluids, oil and grease) as required to minimize malfunction, breakdown, and deterioration of equipment; and the identification of and/or performance of any repairs required to bring the equipment up to the manufacturer's operating standards.

The number of repair jobs, and the cost of material, are directly proportionate to the quality and timeliness of PM, and the timeliness of identifying repairs required. The Contractor may, at its option and at no additional cost to the Government, increase the level and/or frequency of preventative maintenance in an effort to minimize repair requirements. The Government will provide the manufacturer's recommended PM schedule, as available, and other available manuals, pamphlets, etc. to the Contractor.

The Contractor shall submit a detailed PM schedule to the COTR for approval 30 days after the start date of the contract, and annually thereafter. The schedule shall cover the upcoming 12 month period and shall identify each piece of equipment, equipment location; work to be performed during PM, and frequency of PM (e.g., monthly PM).

Annual and Semi-annual PM inspections for HVAC equipment shall be scheduled to coincide with the periods immediately prior to the heating and cooling seasons. PM inspections for all other equipment may be scheduled at the Contractor's discretion unless specific requirements or restrictions are included elsewhere in the contract.

Once the Contractor's PM schedule is approved by the COTR, PM inspections shall be performed by the Contractor without further authorization. The Contractor shall strictly adhere to the scheduled PM dates to facilitate Government verification of work. If the Contractor finds it necessary to reschedule PM, a written request shall be made to the COTR detailing the reasons for the proposed change and a rescheduling date of the PM work. No scheduled PM dates shall be changed without the prior written approval of the COTR.

The Contractor shall submit to the COTR by 9:00 a.m. each business day a list of equipment deficiencies noted during the PM inspections which are beyond the scope of work of preventive maintenance. These reports shall provide a detailed description of identified deficiencies. The COTR may issue a service call work authorization for correction of the deficiencies noted. If at the time of the inspection, the Contractor feels it would be more economical to make such repairs while conducting the inspection, such as while a valve is open for cleaning and inspection, the Contractor may issue a work authorization to make the repair at that time.

The Contractor shall complete and maintain a Preventive Maintenance Inspection Record form for each item of equipment and system listed in Attachment 5. The completed forms shall be maintained by the Contractor in a history file throughout the term of the contract. A copy of the Preventive Maintenance Inspection Record form is included in Attachment 5.

To facilitate Government verification of PM inspections, the Contractor shall date stamp or mark all replacement items such as filters, belts, etc. with the date changed. Government furnished PM record cards or tags shall be attached by the Contractor, in a conspicuous location, to each item of equipment requiring PM during its initial inspection. The Contractor's mechanic shall initial and date these cards or tags upon completing each PM inspection, indicating that the scheduled PM has been completed.

Preventative maintenance and repair history logs shall be established and maintained for all facility equipment in addition to a weekly report log which will be maintained listing equipment malfunctions, and work completion check lists.

The Contractor shall take the initiative in looking for and identifying maintenance and work tasks which may be outside the scope of the task requirements described herein. The Contractor is responsible for notifying the COTR of these conditions in a timely manner.

The Contractor shall be responsible for requesting parts and materials needed in the performance of this contract. All requests shall be submitted in writing to the COTR using a Procurement Request form DOT F4200.1. The Contractor shall provide part numbers, work order numbers and estimated costs, in addition the Contractor shall be prepared to provide verbal or written justification on the intended use for parts and materials. Supplies needed for PM shall be ordered in advance so as not to delay scheduled work.

The Contractor shall establish a schedule for weekly routine maintenance of GSA vehicles and Government-furnished equipment assigned. The Contractor shall be responsible for performing emergency repairs, i.e., dead battery, flats, minor adjustments and for picking up and delivery of vehicles to repair shops as needed.

By 9 AM daily, the Contractor shall provide an outstanding work order report listing service calls, and equipment repairs to the COTR for prioritization.

## **SKILLS NECESSARY TO PERFORM**

**GENERAL CARPENTER (23130 Carpenter, Maintenance)** - performs the carpentry duties necessary to maintain in good repair building woodwork and equipment such as bins, cribs, counters, benches, partitions, doors, floors, stairs, casings, and trim made of work. Work involves most of the following: planning and laying out work from blueprints, drawings, models, or verbal instructions, using a variety of carpenter's hand tools, portable power tools and standard measuring instruments; making standard shop computations relating to dimensions of work; and selecting materials necessary for the work. The carpenter shall also fabricate and install frames for new walls, install sheet rock, paint and redecorate walls, woodwork and fixtures, prepare surfaces for painting. In general, the work of the maintenance carpenter requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

The Contractor shall provide carpentry service during normal working hours. Services shall include a wide range of woodworking skills such as building lab fixtures, wooden templates, shelving, picture frames, bulletin boards, easels, shipping and storage boxes. Also included are rebuilding partitions, building walls and offices including trim, tile and painting. The carpenter shall fabricate and install frames for new walls, install sheet rock, paint and redecorate walls, woodwork and fixtures. Repair and refurnishing of office and lab furniture is a part of this task. Where disruption to FHWA personnel work routines would occur scheduled work must be accomplished during non-working hours.

**ELECTRICIAN (23160 Electronics Technician, Maintenance)** - Performs a variety of electrical trade functions such as the installation, maintenance, or repair of equipment for the generation, distribution, or

utilization of electric energy. Work involves most of the following: Installing or repairing any of a variety of electrical equipment such as generators, transformers, switchboards, controllers, circuit breakers, motors, heating units, conduit systems, or other transmission equipment; working from blueprints, drawings, layouts, or other specifications; locating and diagnosing trouble in the electrical system or equipment; working standard computations relating to load requirements of wiring or electrical equipment; and using a variety of electrician's hand tools and measuring and testing instruments. In general, the work of the maintenance electrician requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

The Contractor shall furnish electrical services onsite during normal working hours also on an emergency basis anytime. Electrical service requires qualified electricians able to perform installation of new circuits, trouble shooting and replacement of electrical components, including motors, pumps, magnetic starters, receptacles, conduit, motor generator and other onsite electrical equipment. Contractor electricians shall become fully familiar with all lighting circuits, emergency power sources and loads and all lab and office electrical equipment systems. Work orders from the COTR for specific electrical tasks shall be in addition to the Contractors repair and preventative maintenance schedule for all electrical equipment.

**HVAC (Combination of 23400 Heating, Refrigeration and Air-conditioning Mechanic and 25010 Boiler Tender)** - installs, services and repairs environmental-control systems in office buildings and other commercial establishments, utilizing knowledge of refrigeration theory, pipefitting and structural layout. Mounts compressor and condenser units on platform or floor, using hand tools, following blueprints or engineering specifications. Fabricates, assembles and installs ductwork and chassis parts, using portable metal working tools and welding equipment. Installs evaporator unit in chassis or in air-duct system, using hand tools. Cuts and bends tubing to correct length and shape, using cutting equipment. Joins tubing or pipes to various refrigerating units by means of sleeves, couplings or unions, and solders joints, using torch, forming complete circuit for refrigerant. Installs expansion and discharge valves in circuit. Connects motors, compressors, temperature controls, humidity controls and circulating ventilation fans to control panels and connects control panels to power source. Installs air and water filters in completed installation. Injects small amount of refrigerant into compressor to test systems and adds Freon gas to build up prescribed operating pressure. Observes pressure and vacuum gauges and adjusts controls to insure proper operation. Tests joints and connections for gas leaks, using gauges or soap-and-water solution. Wraps pipes in insulation batting and secure them in place with cement or wire bands. Replaces defective breaker controls, thermostats, switches, fuses and electrical wiring to repair installed units, using electrician's hand tools and test equipment. May install, repair and service air conditioners, ranging from fifteen to twenty tons cooling capacity, in warehouses and small factory buildings.

**GENERAL MAINTENANCE (#23370 General Maintenance Worker)** - performs general maintenance and repair of equipment and buildings requiring practical skill and knowledge (but not proficiency) in such trades as painting, carpentry, plumbing, masonry, and electrical work. Work involves a variety of the following duties: replacing electrical receptacles, wire, switches, fixtures, and motors; using plaster or compound to patch minor holes and cracks in walls and ceilings; repairing or placing sinks, water coolers, and toilets; painting structures and equipment; repairing or replacing concrete floors, steps, and sidewalks; replacing damaged paneling and floor tiles; hanging doors and installing door locks; replacing broken window panes; and performing general maintenance on equipment and machinery.

The Contractor shall provide plumbing services during normal working hours and on an emergency basis. This service shall consist of regular repair and maintenance to restroom fixtures, faucets, valves, sinks, water fountain, sprinkler systems, hot water tanks and other pipes and valves requiring plumbing service. Repairs shall follow local codes/guideline, however, finished work will be accepted by the COTR only. Installation of new plumbing systems are considered outside the scope of this contract.

**GENERAL MECHANIC (#23460 Instrument Mechanic)** - Installs, repairs, maintains, and adjusts indicating, recording, telemetering, and controlling instruments used to measure and control variables, such as pressure, flow, temperature, motion, force, and chemical composition, using hand tools and precision instruments. Disassembles malfunctioning instruments, and examines and tests mechanism and circuitry for defects. Troubleshoots equipment in or out of control system and replaces or repairs defective parts. Reassembles instrument and tests assembly for conformance with specifications, using instruments, such as potentiometer, resistance bridge, manometer, and pressure gauge. Inspects instruments periodically and makes minor calibration adjustments to insure functioning within specified standards. May adjust and repair final control mechanisms, such as automatically controlled valves or positioners. May calibrate instruments according to established standards.

**LABORER (#23470 Laborer)** - performs tasks which require mainly physical abilities and effort involving little or no specialized skill or prior work experience. The Contractor shall furnish sufficient work forces to perform a variety of labor services, e.g., movements of furniture, equipment, publications, and supplies associated with routine office relocations and day-to-day services. These services shall be made available on an as-needed basis.

### **PERFORMANCE REQUIREMENTS SUMMARY (PRS)**

The following PRS tables exhibit:

1. List the PWS requirements that the Government will surveil. The absence of any contract requirement from the PRS shall not detract from its enforceability nor limit the rights or remedies of the Government under any other provisions of the contract, including the clauses entitled "Inspection of Services" and "Default."
2. Define the standard of performance for each listed service.
3. Set forth the maximum allowable deviation from standard performance for that service to be found acceptable. Performance that exceeds the standard will be rewarded in accordance with the payment computation formula described in Attachment 6 of the contract.
4. Set forth the surveillance methods (located under Section E of the contract) the Government will use to evaluate the Contractor's performance for the listed tasks.
5. Set forth the amount of the incentive fee allowed for each performance indicator listed in the form "Incentive Fee Calculation."

### **PERFORMANCE REQUIREMENTS SUMMARY for FACILITIES MANAGEMENT**

<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>	<b>MAXIMUM ERROR RATE*</b>
Facilities management services which include electrical work, carpentry, plumbing, and heating and air conditioning systems.	As prescribed in the following pages.	10% *

\*Maximum allowable degree of deviation from the standard.

<b>5.1 GENERAL REQUIREMENTS AND PROCEDURES</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Service Calls	Response times are met in accordance with the requirements stated in the PWS and quality control standards met.

<b>5.2 PREVENTIVE MAINTENANCE</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Inspections	PM inspections are performed in accordance with standards on established scheduled dates.

<b>5.3 PLANT OPERATION PROCEDURES</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Control of Plant Operation	Adhere to operating procedures and instructions.
HVAC Operator Maintenance	Inspect and perform any needed adjustments and repairs 5 times daily.

<b>5.4 WORK ORDER CONTROL SYSTEM</b>	
<b>PERFORMANCE INDICATOR</b>	<b>STANDARD</b>
Work Order Control System	System is established and maintained daily.
Preventive Maintenance	PM inspections are performed in accordance with the procedures.
PM, Work Order Reports and Operational Checks	Provide reports by times established within this PWS.

## WORKLOAD ESTIMATES

<b>TURNER-FAIRBANK BUILDING EQUIPMENT 1998</b>		
<b>EQUIPMENT</b>	<b>PROCEDURE</b>	<b>LOCATION</b>
AAHU-3	AAHU-3	A - 303A
	CENTRIFIGUL FAN	A - 303A
	COILS/PREHEAT COOLING	A - 303A
	FILTER THROW AWAY	A - 303A
	MOTOR	A - 303A
	REMOTE AIR DAMPERS	A - 303A
	VALVE ELECTRIC PNEUMATIC	A - 303A
AAHU-3 MOTOR STARTER	MOTOR CONTROL CENTER	A - 303A

TURNER-FAIRBANK BUILDING EQUIPMENT 1998		
EQUIPMENT	PROCEDURE	LOCATION
AEF-2	CENTRIFUGAL FAN	A - 303A
	MOTOR	A - 303A
APAC-2	AIR COOLED CONDENSER	A - 303A
	APAC-2	A - 303A
	COILS/PREHEAT COOLING	A - 303A
	FILTER THROW AWAY	A - 303A
	MOTOR	A - 303A
	REMOTE AIR DAMPERS	A - 303A
AAHU-1	AAHU-1	A - 306
	COILS/PREHEAT COOLING	A - 306
	FILTER THROW AWAY	A - 306
	MOTOR	A - 306
	REMOTE AIR DAMPERS	A - 306
	UNIT HEATER	A - 306
ACOMP-1	MOTOR	A - G-10
ACOMP-1 MOTOR STARTER	MOTOR CONTROL CENTER	A - G-10
ACRP-3	CONDENSATE PUMP	A - G-8
	MOTOR	A - G-8
AUH-1	MOTOR	A - G-8
LIGHTS	LIGHTS	ALL BUILDINGS
READINGS-1	WATER TREATMENT	ALL BUILDINGS
READINGS-2	EQUIPMENT LOGS	ALL BUILDINGS
AACOMP-2	AIR COMPRESSOR	A - CHILLER ROOM
	AIR DRYER REFRIGERATED	A - CHILLER ROOM
	MOTOR	A - CHILLER ROOM
ACHWP-1	CENTRIFUGAL PUMP	A - CHILLER ROOM
	MOTOR	A - CHILLER ROOM
ACHWP-2	CENTRIFUGAL PUMP	A - CHILLER ROOM
	MOTOR	A - CHILLER ROOM
ACHWP-3	MOTOR	A - CHILLER ROOM
ACHWP-4	MOTOR	A - CHILLER ROOM
ACONDWP-3	CENTRIFUGAL PUMP	A - CHILLER ROOM
	MOTOR	A - CHILLER ROOM
ACONDWP-4	CENTRIFUGAL PUMP	A - CHILLER ROOM
	MOTOR	A - CHILLER ROOM
APAC-1	APAC-1	A - CHILLER ROOM
	AIR HANDLING UNIT	A - CHILLER ROOM
	MOTOR	A - CHILLER ROOM
CHILLER	BACKFLOW PREVENTER	A - CHILLER ROOM

<b>TURNER-FAIRBANK BUILDING EQUIPMENT 1998</b>		
<b>EQUIPMENT</b>	<b>PROCEDURE</b>	<b>LOCATION</b>
CHILLER-1	REFRIGERATION MACHINE	A - CHILLER ROOM
CHILLER-2	REFRIGERATION MACHINE	A - CHILLER ROOM
ANNEX TOWER-1	COOLING TOWER	A - COOLING TOWER
ANNEX TOWER-2	COOLING TOWER	A - COOLING TOWER
AACOMP-1	AIR COMPRESSOR	A - GENERATOR ROOM
	AIR DRYER REFRIGERATED	A - GENERATOR ROOM
EMERGENCY GENERATOR	EMERGENCY GENERATOR	A - GENERATOR ROOM
AEF-3	CENTRIFUGAL FAN	A - BOILER ROOM
	MOTOR	A - BOILER ROOM
AEF-4	CENTRIFUGAL FAN/SUPPLY	A - BOILER ROOM
	MOTOR	A - BOILER ROOM
ANNEX DOMESTIC BOILER	ELEC HOT WTR HEATER	A - BOILER ROOM
ANNEX HOT WATER	MOTOR	A - BOILER ROOM
BOILER FEED ROOM PUMP-1	CENTRIFUGAL PUMP	A - BOILER ROOM
BOILER FEED ROOM PUMP-2	CENTRIFUGAL PUMP	A - BOILER ROOM
BOILER FEED ROOM PUMP-3	CENTRIFUGAL PUMP	A - BOILER ROOM
BOILER FUEL OIL PUMP	MOTOR	A - BOILER ROOM
BOILER FUEL OIL PUMP	MOTOR	A - BOILER ROOM
BOILER RM ANNEX REDUC	VALVE REGULATING	A - BOILER ROOM
BOILER RM TURNER REDUC	VALVE REGULATING	A - BOILER ROOM
BOILER RM TURNER REDUC	VALVE SAFETY	A - BOILER ROOM
BOILER ROOM	FUEL OIL FILTER	A - BOILER ROOM
BOILER ROOM HOT WATER	CENTRIFUGAL PUMP	A - BOILER ROOM
BOILER-1	BOILER-1	A - BOILER ROOM
	BURNER GAS	A - BOILER ROOM
	BURNER OIL	A - BOILER ROOM
	FUEL OIL FILTER	A - BOILER ROOM
	MOTOR	A - BOILER ROOM
	MOTOR	A - BOILER ROOM
	MOTOR FEED PUMP	A - BOILER ROOM
	OIL PUMP	A - BOILER ROOM
	PUMP GEAR	A - BOILER ROOM
	VALVE SAFETY	A - BOILER ROOM
BOILER-2	BOILER-2	A - BOILER ROOM
	BURNER GAS	A - BOILER ROOM
	BURNER OIL	A - BOILER ROOM
	FUEL OIL FILTER	A - BOILER ROOM
	MOTOR	A - BOILER ROOM
	MOTOR	A - BOILER ROOM



TURNER-FAIRBANK BUILDING EQUIPMENT 1998		
EQUIPMENT	PROCEDURE	LOCATION
	MOTOR FEED PUMP	A - BOILER ROOM
	OIL PUMP	A - BOILER ROOM
	PUMP GEAR	A - BOILER ROOM
	VALVE SAFETY	A - BOILER ROOM
BOILER-3	BOILER-3	A - BOILER ROOM
	BURNER GAS	A - BOILER ROOM
	BURNER OIL	A - BOILER ROOM
	FUEL OIL FILTER	A - BOILER ROOM
	MOTOR	A - BOILER ROOM
	MOTOR	A - BOILER ROOM
	MOTOR FEED PUMP	A - BOILER ROOM
	PUMP GEAR	A - BOILER ROOM
	VALVE SAFETY	A - BOILER ROOM
FB TOWER-5	COOLING TOWER	f - CHILLER-5 PATIO
FAIRBANK CONVECTOR	COILS/PREHEAT COOLING	F-122
FAIRBANK CONVECTORS	FILTER THROW AWAY	F-122
FACOMP-1	AIR COMPRESSOR	F - ATTIC
	MOTOR	F - ATTIC
FACOMP-2	AIR COMPRESSOR	F - ATTIC
	MOTOR	F - ATTIC
FAD-1	AIR DRYER	F - ATTIC
FAHU-1	FAHU-1	F - ATTIC
	CENTRIFIGAL FAN	F - ATTIC
	COILS/PREHEAT COOLONG	F - ATTIC
	FILTER THROW AWAY	F - ATTIC
	MOTOR	F - ATTIC
	REMOTE AIR DAMPERS	F - ATTIC
	VALVE ELECTRIC PNEUMATIC	F - ATTIC
FAHU-2	FAHU-2	F - ATTIC
	CENTRIFIGAL FAN	F - ATTIC
	COILS/PREHEAT COOLONG	F - ATTIC
	FILTER THROW AWAY	F - ATTIC
	MOTOR	F - ATTIC
	REMOTE AIR DAMPERS	F - ATTIC
	VALVE ELECTRIC PNEUMATIC	F - ATTIC
FAHU-3	FAHU-3	F - ATTIC
	CENTRIFIGAL FAN	F - ATTIC
	COILS/PREHEAT COOLONG	F - ATTIC
	FILTER THROW AWAY	F - ATTIC

TURNER-FAIRBANK BUILDING EQUIPMENT 1998		
EQUIPMENT	PROCEDURE	LOCATION
	MOTOR	F - ATTIC
	REMOTE AIR DAMPERS	F - ATTIC
	VALVE ELECTRIC PNEUMATIC	F - ATTIC
FAHU-4	FAHU-4	F - ATTIC
	CENTRIFIGAL FAN	F - ATTIC
	COILS/PREHEAT COOLONG	F - ATTIC
	FILTER THROW AWAY	F - ATTIC
	MOTOR	F - ATTIC
	REMOTE AIR DAMPERS	F - ATTIC
	VALVE ELECTRIC PNEUMATIC	F - ATTIC
FAHU-5	FAHU-5	F - ATTIC
	CENTRIFIGAL FAN	F - ATTIC
	COILS/PREHEAT COOLONG	F - ATTIC
	FILTER THROW AWAY	F - ATTIC
	MOTOR	F - ATTIC
	REMOTE AIR DAMPERS	F - ATTIC
	VALVE ELECTRIC PNEUMATIC	F - ATTIC
FEF-1	CENTRIFUGAL FAN	F - ATTIC
	MOTOR	F - ATTIC
FEF-10	EXHAUST FAN	F - ATTIC
	MOTOR	F - ATTIC
FEF-11	EXHAUST FAN	F - ATTIC
	MOTOR	F - ATTIC
FEF-12	EXHAUST FAN	F - ATTIC
	MOTOR	F - ATTIC
FEF-13	EXHAUST FAN	F - ATTIC
	MOTOR	F - ATTIC
FEF-14	EXHAUST FAN	F - ATTIC
	MOTOR	F - ATTIC
FEF-17	EXHAUST FAN	F - ATTIC
	MOTOR	F - ATTIC
FEF-2	EXHAUST FAN	F - ATTIC
	MOTOR	F - ATTIC
FEF-20	EXHAUST FAN	F - ATTIC
	MOTOR	F - ATTIC
FEF-3	CENTRIFUGAL FAN	F - ATTIC
	MOTOR	F - ATTIC
FEF-4	CENTRIFUGAL FAN	F - ATTIC
	MOTOR	F - ATTIC

TURNER-FAIRBANK BUILDING EQUIPMENT 1998		
EQUIPMENT	PROCEDURE	LOCATION
FEF-5	EXHAUST FAN	F - ATTIC
	MOTOR	F - ATTIC
FEF-6	CENTRIFUGAL FAN	F - ATTIC
	MOTOR	F - ATTIC
FEF-7	CENTRIFUGAL FAN	F - ATTIC
	MOTOR	F - ATTIC
FEF-8	CENTRIFUGAL FAN	F - ATTIC
	MOTOR	F - ATTIC
FEF-9	CENTRIFUGAL FAN	F - ATTIC
	MOTOR	F - ATTIC
FMAHU-1	FMAHU-1	F - ATTIC
FRACCP-1	PUMP	F - ATTIC
	MOTOR	F - ATTIC
FRACCP-2	PUMP	F - ATTIC
	MOTOR	F - ATTIC
FRACCP-3	PUMP	F - ATTIC
	MOTOR	F - ATTIC
FRACCP-4	PUMP	F - ATTIC
	MOTOR	F - ATTIC
FRF-1	CENTRIGAL FAN	F - ATTIC
	MOTOR	F - ATTIC
FRF-2	CENTRIFUGAL FAN	F - ATTIC
	MOTOR	F - ATTIC
FRF-4	CENTRIFUGAL FAN	F - ATTIC
	MOTOR	F - ATTIC
FUH-1	FAN COIL UNIT CEILING HUNG	F - ATTIC
FVP-1	VACUUM PUMP	F - ATTIC
G10 WIND TUNNEL #	FAN COIL UNIT CEILING HUNG	F - BASEMENT
G10 WIND TUNNEL #	FAN COIL UNIT CEILING HUNG	F - BASEMENT
CHILLER	AIR CONDITIONING MACH	F - MECH ROOM
CHILLER-5	AIR COND	F - MECH ROOM
FAD-2	AIR DRYER	F - MECH ROOM
FAHU-6	FAHU-6	F - MECH ROOM
	CENTRIFIGAL FAN	F - MECH ROOM
	COILS/PREHEAT COOLONG	F - MECH ROOM
	FILTER THROW AWAY	F - MECH ROOM
	MOTOR	F - MECH ROOM
	REMOTE AIR DAMPERS	F - MECH ROOM
	VALVE ELECTRIC PNEUMATIC	F - MECH ROOM

<b>TURNER-FAIRBANK BUILDING EQUIPMENT 1998</b>		
<b>EQUIPMENT</b>	<b>PROCEDURE</b>	<b>LOCATION</b>
FCHWP-1	CENTRIFUGAL PUMP	F - MECH ROOM
	MOTOR	F - MECH ROOM
FCHWP-2	CENTRIFUGAL PUMP	F - MECH ROOM
	MOTOR	F - MECH ROOM
FCOWP-1	CENTRIFUGAL PUMP	F - MECH ROOM
	MOTOR	F - MECH ROOM
FCOWP-2	CENTRIFUGAL PUMP	F - MECH ROOM
	MOTOR	F - MECH ROOM
FCRP-3	CONDENSATE PUMP	F - MECH ROOM
	MOTOR	F - MECH ROOM
FEF-19	EXHAUST FAN	F - MECH ROOM
	MOTOR	F - MECH ROOM
FEF-2	CENTRIFUGAL FAN	F - MECH ROOM
	MOTOR	F - MECH ROOM
FRF-5	CENTRIFUGAL FAN	F - MECH ROOM
	MOTOR	F - MECH ROOM
P-1 MCHW	MOTOR	F - MECH ROOM
	CENTRIFUGAL PUMP	F - MECH ROOM
P-3 MCOW	CENTRIFUGAL PUMP	F - MECH ROOM
	MOTOR	F - MECH ROOM
FEF-18	EXHAUST FAN	F - ROOF
	MOTOR	F - ROOF
FAIR STEAM CONDENSATE	MOTOR	F - STEAM ROOM
FAIR STEAM CONDENSATE	MOTOR	F - STEAM ROOM
FAIRBANK STEAM STATION	HOT WATER CONVERTER	F - STEAM ROOM
FAIRBANK STEAM STATION	VALVE REGULATING	F - STEAM ROOM
FAIRBANK STEAM STATION	VALVE SAFETY	F - STEAM ROOM
FB STEAM ROOM	CONDENSATE PUMP	F - STEAM ROOM
FDHWCP-11	PUMP	F - STEAM ROOM
	MOTOR	F - STEAM ROOM
FEF-21 NEW	EXHAUST FAN	F - STEAM ROOM
	MOTOR	F - STEAM ROOM
FHWCP-5	PUMP	F - STEAM ROOM
	MOTOR	F - STEAM ROOM
FHWCP-6	PUMP	F - STEAM ROOM
	MOTOR	F - STEAM ROOM
FEF-16	EXHAUST FAN	F - TRANSFORMER ROOM
	MOTOR	F - TRANSFORMER ROOM
FEF-15	EXHAUST FAN	F - UPS ROOM

TURNER-FAIRBANK BUILDING EQUIPMENT 1998		
EQUIPMENT	PROCEDURE	LOCATION
FEF-15	MOTOR	F - UPS ROOM
FG17 CHILLERS 3 & 5	BACKFLOW PREVENTER	F - G17
FSUMP-12	SUMP PUMP	F - G17-1
	MOTOR	F - G17-1
FSUMP-13	SUMP PUMP	F - G17-1
	MOTOR	F - G17-1
FRF-6	CENTRIFUGAL FAN	F - G17-2
	MOTOR	F - G17-2
SECURITY GATES	INSPECTION	GROUNDS
BOBCAT-1	15611	SHED
BOBCAT-2	5611	SHED
DR WEEDEATER	1	SHED
EDGER	1611	SHED
FORD TRACTOR	11	SHED
GMC	410	SHED
GRAVELY	125611	SHED
GAS FORKLIFT-1	4	SHOP
T-100 COND RETURN PUMP	MOTOR CONTROL CENTER	T-100
T-100 DOMESTIC HOT WTR	HOT WATER CONVERTER	T-100
T-100 HEATING WATER	BACKFLOW PREVENTER	T-100
T-100 HEATING WTR SUPPLY	HOT WATER CONVERTER	T-100
T-100 JUNCTION BOX MOTOR	MOTOR CONTROL CENTER	T-100
T-100 ROLL-UP DOOR	MOTOR CONTROL CENTER	T-100
T-100 ROLL-UP DOOR	MOTOR CONTROL CENTER	T-100
T-100 STEAM STA HUMIDIFIER	VALVE SAFETY	T-100
TEF-18 MOTOR STARTER	MOTOR CONTROL CENTER	T-100
TEF-19 MOTOR STARTER	MOTOR CONTROL CENTER	T-100
THWCP-1	CENTRIFUGAL PUMP	T-100
	MOTOR	T-100
THWCP-1 MOTOR STARTER	MOTOR CONTROL CENTER	T-100
THWCP-2	CENTRIFUGAL PUMP	T-100
	MOTOR	T-100
THWCP-2 MOTOR STARTER	MOTOR CONTROL CENTER	T-100
THWCP-3	CENTRIFUGAL PUMP	T-100
	MOTOR	T-100
THWCP-4	CENTRIFUGAL PUMP	T-100
	MOTOR	T-100
T-113 PNEU CTRLR	CENTRAL SYSTEM CTRL	T-113
T-113 PUMP-3	MOTOR CONTROL CENTER	T-113

TURNER-FAIRBANK BUILDING EQUIPMENT 1998		
EQUIPMENT	PROCEDURE	LOCATION
T-113 PUMP-9	MOTOR CONTROL CENTER	T-113
T-113 TAHU-5	MOTOR CONTROL CENTER	T-113
T-113 TCP-5	CENTRIFIGUL PUMP	T-113
	MOTOR	T-113
T-113 TCP-9	CENTRIFIGUL PUMP	T-113
	MOTOR	T-113
T-113 UNIT HEATER	MOTOR	T-113
T-113 UNIT HEATER	UNIT HEATER	T-113
T-113 UNIT HEATER	UNIT HEATER	T-113
TAHU-5	TAHU-5	T-113
	CENTRIFUGAL FAN/SUPPLY	T-113
	COILS/PREHEAT COOLING	T-113
	FILTER BAG THROW AWAY	T-113
	FILTER ROLL DISP	T-113
	REMOTE AIR DAMPERS	T-113
	VALVE ELECTRIC PNEUMATIC	T-113
TCP-5	MOTOR	T-113
TEF-14	CENTRIFUGAL FAN/EXHAUST	T-113
	COILS/PREHEAT COOLING	T-113
	FILTER THROW AWAY	T-113
	MOTOR/EXHAUST	T-113
T-114 UNIT HEATER	UNIT HEATER	T-114
T-114 UNIT HEATER	UNIT HEATER	T-114
T-114 UNIT HEATER	UNIT HEATER	T-114
T-II4 UNIT HEATER	MOTOR	T-114
T-II4 UNIT HEATER	MOTOR	T-114
T-II4 UNIT HEATER	MOTOR	T-114
T-300 MSP-S3	MOTOR CONTROL CENTER	T-300
T-300 RAF-2	MOTOR CONTROL CENTER	T-300
T-300 UNIT HEATER	MOTOR	T-300
T-300 UNIT HEATER	UNIT HEATER	T-300
TAHU-2	TAHU-2	T-300
	CENTRAL SYSTEM CTRL	T-300
	CENTRIFUGAL FAN/SUPPLY	T-300
	COILS/PREHEAT COOLING	T-300
	FILTER BAG THROW AWAY	T-300
	FILTER ROLL DISP	T-300
	HUMID SYS	T-300
	MOTOR/SUPPLY	T-300

TURNER-FAIRBANK BUILDING EQUIPMENT 1998		
EQUIPMENT	PROCEDURE	LOCATION
	REMOTE AIR DAMPERS	T-300
	VALVE ELECTRIC PNEUMATIC	T-300
TCP-2	CENTRIFUGAL PUMP	T-300
	MOTOR	T-300
TCP-7	CENTRIFUGAL PUMP	T-300
	MOTOR	T-300
TRF-2	CENTRIFUGAL FAN	T-300
	MOTOR	T-300
T-311 PNEU CTRLR	CENTRAL SYSTEM CTRL	T-311
T-311 TAHU-1	MOTOR CONTROL CENTER	T-311
T-311 TEF-8	MOTOR CONTROL CENTER	T-311
T-311 TRF-1	MOTOR CONTROL CENTER	T-311
T-311 UNIT HEATER	MOTOR	T-311
T-311 UNIT HEATER	UNIT HEATER	T-311
T-311 VAR AIR VOL	CENTRAL SYSTEM CTRL	T-311
TAHU-1	TAHU-1	T-311
	CENTRIFUGAL FAN/RETURN	T-311
	COILS/REHEAT COOLING	T-311
	CONDENSATE PUMP	T-311
	FILTER BAG THROW AWAY	T-311
	FILTER ROLL DISP	T-311
	HUMID SYS	T-311
	MOTOR/SUPPLY	T-311
	REMOTE AIR DAMPERS	T-311
	VALVE ELECTRIC PNEUMATIC	T-311
TCP-1	MOTOR	T-311
	CENTRIFUGAL PUMP	T-311
TCP-6	MOTOR	T-311
	CENTRIFUGAL PUMP	T-311
TRF-1	CENTRIFUGAL FAN/RETURN	T-311
	MOTOR/RETURN	T-311
TAHU-6	TAHU-6	T - G-10
	COILS/PREHEAT COOLING	T - G-10
	FILTER THROW AWAY	T - G-10
	HUMID SYS	T - G-10
	MOTOR/SUPPLY	T - G-10
	REMOTE AIR DAMPERS	T - G-10
	VALVE ELECTRIC PNEUMATIC	T - G-10
TAHU-6 STARTER	MOTOR CONTROL CENTER	T - G-10

TURNER-FAIRBANK BUILDING EQUIPMENT 1998		
EQUIPMENT	PROCEDURE	LOCATION
TCRP-1	CONDENSATE PUMP	T - G-10
	MOTOR	T - G-10
BATTERY CHARGER	BATTERY CHARGER	T - O-115
ELEC FORKLIFT	68	T - O-115
LOADING DOCK SHIP/REC	LOADING RAMP ADJUSTABLE	T - O-115
TPAC-1	CENTRIFUGAL PUMP	T - O-119
	FILTER THROW AWAY	T - O-119
	HUMID SYS	T - O-119
	MOTOR	T - O-119
TUH(TO119)	COILS/PREHEAT COOLING	T - O-119
TUH(TO119)	FILTER THROW AWAY	T - O-119
TUH(TO123)	COILS/PREHEAT COOLING	T - O-123
TUH(TO123)	FILTER THROW AWAY	T - O-123
TO-125 UNIT HEATER-1	MOTOR	T - O-125/127
	UNIT HEATER	T - O-125/127
TO-125 UNIT HEATER-2	MOTOR	T - O-125/127
	UNIT HEATER	T - O-125/127
TO-125 UNIT HEATER-3	MOTOR	T - O-125/127
	UNIT HEATER	T - O-125/127
TEF-1	CENTRIFUGAL FAN	T - O-129
	COILS/PREHEAT COOLING	T - O-129
	FILTER THROW AWAY	T - O-129
	MOTOR/EXHAUST	T - O-129
TEF-12	CENTRIFUGAL FAN/EXHAUST	T - O-131
	MOTOR	T - O-131
TACOMP-1	AIR COMPRESSOR	T - O-135
	AIR DRYER REFRIGERATED	T - O-135
	MOTOR	T - O-135
TACOMP-2	AIR COMPRESSOR	T - O-135
TACOMP-2	AIR DRYER REFRIGERATED	T - O-135
TACOMP-2	MOTOR	T - O-135
TACOMP-2 MOTOR STARTER	MOTOR CONTROL CENTER	T - O-135
TACOMP-3	AIR COMPRESSOR	T - O-135
	AIR DRYER REFRIGERATED	T - O-135
	MOTOR	T - O-135
TAHU-3	TAHU-3	T - O-135
	CENTRAL SYSTEM CTRL	T - O-135
	CENTRIFUGAL FAN/RETURN	T - O-135
	COILS/PREHEAT COOLING	T - O-135



TURNER-FAIRBANK BUILDING EQUIPMENT 1998		
EQUIPMENT	PROCEDURE	LOCATION
	FILTER BAG THROW AWAY	T - O-135
	FILTER ROLL DISP	T - O-135
	HUMID SYS	T - O-135
	MOTOR/RETURN	T - O-135
	MOTOR/SUPPLY	T - O-135
	REMOTE AIR DAMPERS	T - O-135
	VALVE ELECTRIC PNEUMATIC	T - O-135
TAHU-4	TAHU-4	T - O-135
	CENTRAL SYSTEM CTRL	T - O-135
	CENTRIFUGAL FAN/RETURN	T - O-135
	CENTRIFUGAL FAN/SUPPLY	T - O-135
	COILS/PREHEAT COOLING	T - O-135
	FILTER BAG THROW AWAY	T - O-135
	FILTER ROLL DISP	T - O-135
	HUMID SYS	T - O-135
	MOTOR/RETURN	T - O-135
	REMOTE AIR DAMPERS	T - O-135
TAHU-4	VALVE ELECTRIC PNEUMATIC	T - O-135
TCP-3	CENTRIFUGAL PUMP	T - O-135
	MOTOR	T - O-135
TCP-4	CENTRIFUGAL PUMP	T - O-135
	MOTOR	T - O-135
TCP-8	CENTRIFUGAL PUMP	T - O-135
	MOTOR	T - O-135
TCP-8	MOTOR CONTROL CENTER	T - O-135
TCP-9	CENTRIFUGAL FAN/EXHAUST	T - O-135
	MOTOR	T - O-135
TEF-21	CENTRIFUGAL FAN/EXHAUST	T - O-135
	MOTOR/EXHAUST	T - O-135
TO-135 EX FAN STARTER	MOTOR CONTROL CENTER	TO-135
TO-135 RET FAN-3	MOTOR CONTROL CENTER	T - O-135
TO-135 RET FAN-4	MOTOR CONTROL CENTER	T - O-135
TO-135 UNIT HEATER	MOTOR	T - O-135
TO-135 UNIT HEATER	UNIT HEATER	T - O-135
TURNER CONVECTORS	FILTER THROW AWAY	T
TCAB-3	FAN COIL UNIT	T - 1ST FLOOR
	MOTOR	T - 1ST FLOOR
TCAB-4	FAN COIL UNIT	T - 2ND FLOOR
	MOTOR	T - 2ND FLOOR

TURNER-FAIRBANK BUILDING EQUIPMENT 1998		
EQUIPMENT	PROCEDURE	LOCATION
TCAB-5	FAN COIL UNIT	T - 3RD FLOOR
	MOTOR	T - 3RD FLOOR
TCAB-1	FAN COIL UNIT	T - LAB LEVEL HALL
	MOTOR	T - LAB LEVEL HALL
TCAB-2	FAN COIL UNIT	T - LAB LEVEL HALL
	MOTOR	T - LAB LEVEL HALL
REF-3	CENTRIFUGAL FAN/EXHAUST	T - ROOF
	MOTOR/EXHAUST	T - ROOF
TEF-10	CENTRIFUGAL FAN/EXHAUST	T - ROOF
	MOTOR/EXHAUST	T - ROOF
TEF-11	CENTRIFUGAL FAN/EXHAUST	T - ROOF
	MOTOR/EXHAUST	T - ROOF
TEF-13-1	CENTRIFUGAL FAN/EXHAUST	T - ROOF
	MOTOR/EXHAUST	T - ROOF
TEF-13-2	CENTRIFUGAL FAN/EXHAUST	T - ROOF
	MOTOR/EXHAUST	T - ROOF
TEF-13-3	CENTRIFUGAL FAN/EXHAUST	T - ROOF
	MOTOR/EXHAUST	T - ROOF
TEF-13-4	CENTRIFUGAL FAN/EXHAUST	T - ROOF
	MOTOR/EXHAUST	T - ROOF
TEF-13-5	CENTRIFUGAL FAN/EXHAUST	T - ROOF
	MOTOR/EXHAUST	T - ROOF
TEF-13-6	CENTRIFUGAL FAN/EXHAUST	T - ROOF
	MOTOR/EXHAUST	T - ROOF
TEF-13-7	CENTRIFUGAL FAN/EXHAUST	T - ROOF
	MOTOR/EXHAUST	T - ROOF
TEF-13-8	CENTRIFUGAL FAN/EXHAUST	T - ROOF
	MOTOR/EXHAUST	T - ROOF
TEF-15-1	CENTRIFUGAL FAN/EXHAUST	T - ROOF
	MOTOR/EXHAUST	T - ROOF
TEF-15-2	CENTRIFUGAL FAN/EXHAUST	T - ROOF
	MOTOR/EXHAUST	T - ROOF
TEF-15-3	CENTRIFUGAL FAN/EXHAUST	T - ROOF
	MOTOR/EXHAUST	T - ROOF
TEF-15-4	CENTRIFUGAL FAN/EXHAUST	T - ROOF
	MOTOR/EXHAUST	T - ROOF
TEF-15-5	CENTRIFUGAL FAN/EXHAUST	T - ROOF
	MOTOR/EXHAUST	T - ROOF
TEF-2	CENTRIFUGAL FAN/EXHAUST	T - ROOF

TURNER-FAIRBANK BUILDING EQUIPMENT 1998		
EQUIPMENT	PROCEDURE	LOCATION
	MOTOR/EXHAUST	T - ROOF
TEF-4	CENTRIFUGAL FAN/EXHAUST	T - ROOF
	MOTOR/EXHAUST	T - ROOF
TEF-5	CENTRIFUGAL FAN/EXHAUST	T - ROOF
	MOTOR/EXHAUST	T - ROOF
TEF-8	CENTRIFUGAL FAN/EXHAUST	T - ROOF
	MOTOR/EXHAUST	T - ROOF
TEF-9	CENTRIFUGAL FAN/EXHAUST	T - ROOF
	MOTOR/EXHAUST	T - ROOF
Legend:      A - Annex Building,   F - Fairbank Building,   T - Turner Building		

## **ATTACHMENT #6**

### **PERFORMANCE INCENTIVE**

### **PLAN PROCEDURES**

## PERFORMANCE INCENTIVE PLAN PROCEDURES

1. The purpose of this Performance Incentive Plan is to set forth the basic procedures and criteria for the periodic evaluation of, and determination of performance incentive for this performance-based service contract.
2. The plan may be revised by mutual agreement as the operational and/or program priorities change. The Contracting Officer will formally modify the contract to revise this plan.
3. The performance indicators (refer to Section C and Attachments #1 ~ #5) and assigned weights are as follows:

PERFORMANCE INDICATORS	WEIGHT
Office & Administrative Services	18.0%
Facilities Security and Equipment Monitoring	23.0%
Grounds Maintenance	13.0%
Custodial Services	23.0%
Facilities Management	23.0%
Total % of Assigned Weights	100.0%

4. The contractor's performance will be evaluated and a performance incentive awarded every 6 months.
5. The incentive evaluation process is designed to involve Contractor and Government personnel in a continuous dialogue to identify problems before they become significant and to allow the Contractor an opportunity to earn the maximum incentive possible.
6. The performance incentive award will be determined by the Government Fee Determination Official (FDO) with input from the Contracting Officer's Technical Representative (COTR).
7. The Contractor agrees that the determination as to the amount of the performance incentive award earned will be made by the FDO and such determination is binding on both parties and shall not be subject to appeal under the "Disputes" clause or to any board, court or any other party.

## ADMINISTRATION OF THE INCENTIVE FEE PLAN

1. At the end of each 6 month period, the Contractor may send a written self-evaluation to the FDO chairperson regarding performance during that period.
2. Immediately upon completion of the Quality Assurance Surveillance Plan (QASP) evaluation, the COTR will furnish a copy of the evaluation to the contractor. The Contractor shall then respond to both the COTR and Contracting Officer (CO) in writing within 10 working days regarding evaluation ratings of less than 100%.
3. Within 10 days, the Government will notify the Contractor by letter of their performance incentive award determination.

## EXAMPLE OF INCENTIVE PAYMENT COMPUTATION

The following is a sample rating and incentive which might be earned at the end of a six-month period. The 'Performance Incentive Pool Factor' is that which was proposed by the contractor, negotiated (if applicable), and mutually agreed upon prior to contract award (see Section B). The Government does not in any way suggest that this illustrated 'Performance Incentive Pool' be used by an Offeror in preparing its proposal. The 'Score' and resulting 'Incentive Earned' is unilaterally established by the FDO after reviewing the data and recommendation(s) furnished to the FDO.

Deficiencies are worth a value of 1. Corrected deficiencies are worth a value of ½.

### *To illustrate, assume the following:*

1. Contract Requirement: Grounds Maintenance (Attachment 3).
2. Performance Requirement: 90% of the grounds maintenance is accomplished without deficiencies
3. Sample size: 60
4. Deficiencies Noted: 3 deficiencies with 2 deficiencies corrected within prescribed time frame ( $1 + \frac{1}{2} + \frac{1}{2} = 2$ )
5. Quantity of work completed in accordance with the standard: 58 ( $60 - 2 = 58$ )
6. Sampling Procedure: The COTR will perform periodic surveillance during the 6 month period.
7. Evaluation Procedures: The COTR will compare the contractor's completed work with the standards and note all instances where completion was within or better than the standard.
8. Analysis of Results: The COTR will compute the Observed Defect Rate (ODR) for the past six months' performance as follows:

$$\frac{58 \text{ performance indicators completed in accordance with the standard}}{60 \text{ performance indicators were sampled}} = .96666 = 96.7\% \Rightarrow \text{ODR}$$

If the calculated ODR is equal to or greater than the performance requirement, the contractor's performance is acceptable. If the calculated ODR is less than the performance requirement, the contractor's performance is unacceptable. Contractor would receive \$0 for incentive if Contractor had any score up to the performance requirement. To receive performance incentive award, the Contractor must have performance that exceeds the acceptable standard of the performance requirement.

Each percentage point from 90 to 100% is equal to 10% ( $100/(100-90)$ ) of the available performance incentive. An ODR score of 96.7% would equate to 6.7 ( $96.7-90$ ) points over and above the performance requirement of 90%. Multiply the 6.7 points by 10 equals 67.0%. The Contractor will be awarded 67.0% of the potential performance incentive award assigned to that specific performance area. If the performance incentive pool assigned to that specific area was \$1,000, the Contractor would receive 67.0% of the \$1,000 = \$670.00.

**SAMPLE INCENTIVE FEE CALCULATION**

PERFORMANCE INDICATOR	WEIGHT	POTENTIAL INCENTIVE	MAXIMUM ERROR RATE	SCORE*	PERFORMANCE INCENTIVE AWARD EARNED
Office & Administrative Services	18%	\$ 1,384.62	10%	95.0%	\$ 1,315.38
Facilities Security and Equipment Monitoring	23%	\$ 1,769.23	10%	80.0%	\$ 265.38
Grounds Maintenance	13%	\$ 1,000.00	10%	67.0%	\$ 670.00
Facilities Management	23%	\$ 1,769.23	10%	0.0%	\$ 0.00
Custodial Services	23%	\$ 1,769.23	10%	45.5%	\$ 805.00
<b>TOTAL POTENTIAL FEE</b>		\$ 7,692.31			
<b>WEIGHTED SCORE</b>				54.7%	
<b>INCENTIVE FEE EARNED</b>					\$ 3,055.76
* A score of 0% represents performance that was “acceptable.” Scores above 0% represent performance that was above “acceptable” in varying degrees.					

## INCENTIVE FEE CALCULATION

PERFORMANCE INDICATOR	WEIGHT	POTENTIAL INCENTIVE	MAXIMUM ERROR RATE	SCORE*	PERFORMANCE INCENTIVE AWARD EARNED
Office & Administrative Services	18%	\$ 0.00	10%		\$ 0.00
Facilities Security and Equipment Monitoring	23%	\$ 0.00	10%		\$ 0.00
Grounds Maintenance	13%	\$ 0.00	10%		\$ 0.00
Custodial Services	23%	\$ 0.00	10%		\$ 0.00
Facilities Management	23%	\$ 0.00	10%		\$ 0.00
TOTAL POTENTIAL FEE		\$ 0.00			
WEIGHTED SCORE					
INCENTIVE FEE EARNED		\$ 0.00			
* A score of 0% represents performance that was “acceptable.” Scores above 0% represent performance that was above “acceptable” in varying degrees.					



## **ATTACHMENT #8**

**Department of Labor**

**Wage Determination 94-2104**

**Rev. 10, dated 07/01/1997**

Page 1 of 10

REGISTER OF WAGE DETERMINATIONS UNDER:  
THE SERVICE CONTRACT ACT  
By direction of the Secretary of Labor

*William W. Gross*  
William W. Gross      Division of  
Director              Wage Determinations

U.S. DEPARTMENT OF LABOR  
EMPLOYMENT STANDARDS ADMINISTRATION  
WAGE AND HOUR DIVISION  
WASHINGTON, D.C. 20210

Wage Determination No.: 94-2104  
Revision No.: 10  
Date of Last Revision: 07/01/1997

State(s): Dist. of Col., Maryland, Virginia

Area: MARYLAND COUNTIES OF CALVERT, CHARLES, FREDERICK, MONTGOMERY,  
PRINCE GEORGE'S, ST MARY'S.  
VIRGINIA COUNTIES OF ALEXANDRIA, ARLINGTON, FAIRFAX, FALLS CHURCH,  
FAUQUIER, KING GEORGE, LOUDOUN, PRINCE WILLIAM, STAFFORD.

\*\* Fringe Benefits Required For All Occupations Included In  
This Wage Determination Follow The Occupational Listing \*\*

## OCCUPATION CODE AND TITLE

## MINIMUM HOURLY WAGE

## ADMINISTRATIVE SUPPORT AND CLERICAL:

01011	Accounting Clerk I	\$ 8.79
01012	Accounting Clerk II	\$ 10.28
01013	Accounting Clerk III	\$ 12.15
01014	Accounting Clerk IV	\$ 14.16
01030	Court Reporter	\$ 13.22
01050	Dispatcher, Motor Vehicle	\$ 13.85
01060	Document Preparation Clerk	\$ 10.25
01070	Messenger (Courier)	\$ 9.67
01090	Duplicating Machine Operator	\$ 10.25
01110	Film/Tape Librarian	\$ 12.88
01115	General Clerk I	\$ 7.82
01116	General Clerk II	\$ 9.17
01117	General Clerk III	\$ 10.25
01118	General Clerk IV	\$ 14.31
01120	Housing Referral Assistant	\$ 14.82
01131	Key Entry Operator I	\$ 10.05
01132	Key Entry Operator II	\$ 11.23
01191	Order Clerk I	\$ 11.26
01192	Order Clerk II	\$ 12.44
01261	Personnel Assistant (Employment) I	\$ 10.33
01262	Personnel Assistant (Employment) II	\$ 11.28
01263	Personnel Assistant (Employment) III	\$ 13.00
01264	Personnel Assistant (Employment) IV	\$ 15.50
01270	Production Control Clerk	\$ 14.82
01290	Rental Clerk	\$ 12.08
01300	Scheduler, Maintenance	\$ 12.08
01311	Secretary I	\$ 12.08
01312	Secretary II	\$ 13.22
01313	Secretary III	\$ 14.82
01314	Secretary IV	\$ 16.86
01315	Secretary V	\$ 18.96
01320	Service Order Dispatcher	\$ 12.08
01341	Stenographer I	\$ 13.26
01342	Stenographer II	\$ 14.87
01400	Supply Technician	\$ 16.86

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01420	Survey Worker(Interviewer)	\$ 13.22
01460	Switchboard Operator-Receptionist	\$ 10.28
01510	Test Examiner	\$ 13.22
01520	Test Proctor	\$ 13.22
01531	Travel Clerk I	\$ 7.98
01532	Travel Clerk II	\$ 8.60
01533	Travel Clerk III	\$ 9.26
01611	Word Processor I	\$ 10.48
01612	Word Processor II	\$ 12.05
01613	Word Processor III	\$ 14.95

**AUTOMATIC DATA PROCESSING:**

03010	Computer Data Librarian	\$ 9.97
03041	Computer Operator I	\$ 10.23
03042	Computer Operator II	\$ 12.06
03043	Computer Operator III	\$ 14.62
03044	Computer Operator IV	\$ 16.53
03045	Computer Operator V	\$ 17.79
03071	Computer Programmer I <sup>1/</sup>	\$ 14.46
03072	Computer Programmer II <sup>1/</sup>	\$ 16.97
03073	Computer Programmer III <sup>1/</sup>	\$ 19.87
03074	Computer Programmer IV <sup>1/</sup>	\$ 23.04
03101	Computer Systems Analyst I <sup>1/</sup>	\$ 17.93
03102	Computer Systems Analyst II <sup>1/</sup>	\$ 23.32
03103	Computer Systems Analyst III <sup>1/</sup>	\$ 27.12
03160	Peripheral Equipment Operator	\$ 9.97

**AUTOMOTIVE SERVICE:**

05005	Automobile Body Repairer, Fiberglass	\$ 18.39
05010	Automotive Glass Installer	\$ 16.45
05040	Automotive Worker	\$ 16.45
05070	Electrician, Automotive	\$ 17.44
05100	Mobile Equipment Servicer	\$ 14.43
05130	Motor Equipment Metal Mechanic	\$ 18.39
05160	Motor Equipment Metal Worker	\$ 16.45
05190	Motor Vehicle Mechanic	\$ 18.46
05220	Motor Vehicle Mechanic Helper	\$ 13.38
05250	Motor Vehicle Upholstery Worker	\$ 15.47
05280	Motor Vehicle Wrecker	\$ 16.45
05310	Painter, Automotive	\$ 17.44
05340	Radiator Repair Specialist	\$ 16.45
05370	Tire Repairer	\$ 14.43
05400	Transmission Repair Specialist	\$ 18.39

**FOOD PREPARATION AND SERVICE:**

07010	Baker	\$ 11.47
07041	Cook I	\$ 10.06
07042	Cook II	\$ 11.47
07070	Dishwasher	\$ 7.23
07100	Food Service Worker (Cafeteria Worker)	\$ 7.23
07130	Meat Cutter	\$ 11.47
07250	Waiter/Waitress	\$ 7.89

**FURNITURE MAINTENANCE AND REPAIR:**

09010	Electrostatic Spray Painter	\$ 17.44
09040	Furniture Handler	\$ 12.13

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09070	Furniture Refinisher	\$ 17.44
09100	Furniture Refinisher Helper	\$ 13.38
09110	Furniture Repairer, Minor	\$ 15.47
09130	Upholsterer	\$ 17.44

**GENERAL SERVICES A/ND SUPPORT:**

11030	Cleaner, Vehicles	\$ 7.23
11060	Elevator Operator	\$ 7.23
11090	Gardener	\$ 10.06
11121	Housekeeping Aide I	\$ 6.44
11122	Housekeeping Aide II	\$ 7.26
11150	Janitor	\$ 7.23
11210	Laborer, Grounds Maintenance	\$ 7.89
11240	Maid or Houseman	\$ 6.39
11270	Pest Controller	\$ 10.79
11300	Refuse Collector	\$ 7.23
11330	Tractor Operator	\$ 9.33
11360	Window Cleaner	\$ 7.89

**HEALTH:**

12020	Dental Assistant	\$ 9.73
12040	Emergency Medical Technician/Paramedic Ambulance Driver	\$ 10.42
12071	Licensed Practical Nurse I	\$ 12.69
12072	Licensed Practical Nurse II	\$ 14.25
12073	Licensed Practical Nurse III	\$ 15.95
12100	Medical Assistant	\$ 8.69
12130	Medical Laboratory Technician	\$ 8.69
12160	Medical Record Clerk	\$ 8.69
12190	Medical Record Technician	\$ 12.05
12221	Nursing Assistant I	\$ 7.28
12222	Nursing Assistant II	\$ 8.18
12223	Nursing Assistant III	\$ 10.48
12224	Nursing Assistant IV	\$ 11.77
12250	Pharmacy Technician	\$ 10.84
12280	Phlebotomist	\$ 8.69
12311	Registered Nurse I	\$ 15.88
12312	Registered Nurse II	\$ 17.80
12313	Registered Nurse II, Specialist	\$ 19.65
12314	Registered Nurse III	\$ 21.55
12315	Registered Nurse III, Anesthetist	\$ 21.55
12316	Registered Nurse IV	\$ 25.83

**INFORMATION AND ARTS:**

13002	Audiovisual Librarian	\$ 16.86
13011	Exhibits Specialist I	\$ 15.11
13012	Exhibits Specialist II	\$ 18.90
13013	Exhibits Specialist III	\$ 23.27
13041	Illustrator I	\$ 15.11
13042	Illustrator II	\$ 18.90
13043	Illustrator III	\$ 23.27
13047	Librarian	\$ 18.96
13050	Library Technician	\$ 13.22
13071	Photographer I	\$ 13.46
13072	Photographer II	\$ 15.11
13073	Photographer III	\$ 18.90
13074	Photographer IV	\$ 23.27
13075	Photographer V	\$ 25.60

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**LAUNDRY, DRY CLEANING, PRESSING:**

15010	Assembler	\$	6.01
15030	Counter Attendant	\$	6.01
15040	Dry Cleaner	\$	7.77
15070	Finisher, Flatwork, Machine	\$	6.01
15090	Presser, Hand	\$	6.01
15100	Presser, Machine, Dry Cleaning	\$	6.01
15130	Presser, Machine, Shirts	\$	6.01
15160	Presser, Machine, Wearing Apparel, Laundry	\$	6.01
15190	Sewing Machine Operator	\$	8.39
15220	Tailor	\$	8.99
15250	Washer, Machine	\$	6.60

**MACHINE TOOL OPERATION AND REPAIR:**

19010	Machine-tool Operator (Toolroom)	\$	17.44
19040	Tool and Die Maker	\$	21.24

**MATERIALS HANDLING AND PACKING:**

21010	Fuel Distribution System Operator	\$	14.80
21020	Material Coordinator	\$	14.64
21030	Material Expediter	\$	14.64
21040	Material Handling Laborer	\$	10.01
21050	Order Filler	\$	12.76
21071	Forklift Operator	\$	10.93
21080	Production Line Worker (Food Processing)	\$	11.25
21100	Shipping/Receiving Clerk	\$	11.78
21130	Shipping Packer	\$	10.99
21140	Store Worker I	\$	8.61
21150	Stock Clerk (Shelf Stocker;Store Worker II)	\$	10.50
21210	Tools and Parts Attendant	\$	12.73
21400	Warehouse Specialist	\$	11.25

**MECHANICS AND MAINTENANCE AND REPAIR:**

23010	Aircraft Mechanic	\$	18.39
23040	Aircraft Mechanic Helper	\$	13.38
23050	Aircraft Quality Control Inspector	\$	19.37
23060	Aircraft Servicer	\$	15.47
23070	Aircraft Worker	\$	16.45
23100	Appliance Mechanic	\$	17.44
23120	Bicycle Repairer	\$	14.43
23125	Cable Splicer	\$	18.39
23130	Carpenter, Maintenance	\$	17.44
23140	Carpet Layer	\$	16.85
23160	Electrician, Maintenance	\$	17.93
23181	Electronics Technician, Maintenance I	\$	15.51
23182	Electronics Technician, Maintenance II	\$	19.80
23183	Electronics Technician, Maintenance III	\$	21.56
23260	Fabric Worker	\$	15.23
23290	Fire Alarm System Mechanic	\$	18.39
23310	Fire Extinguisher Repairer	\$	14.43

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23340	Fuel Distribution System Mechanic	\$ 18.39
23370	General Maintenance Worker	\$ 15.90
23400	Heating, Refrigeration and Air Conditioning Mechanic	\$ 18.39
23430	Heavy Equipment Mechanic	\$ 18.39
23440	Heavy Equipment Operator	\$ 18.66
23460	Instrument Mechanic	\$ 18.39
23470	Laborer	\$ 9.71
23500	Locksmith	\$ 17.44
23530	Machinery Maintenance Mechanic	\$ 19.82
23550	Machinist, Maintenance	\$ 20.79
23580	Maintenance Trades Helper	\$ 13.38
23640	Millwright	\$ 18.39
23700	Office Appliance Repairer	\$ 17.44
23740	Painter, Aircraft	\$ 17.44
23760	Painter, Maintenance	\$ 17.44
23790	Pipefitter, Maintenance	\$ 17.77
23800	Plumber, Maintenance	\$ 17.44
23820	Pneudraulic Systems Mechanic	\$ 18.39
23850	Rigger	\$ 18.39
23870	Scale Mechanic	\$ 16.45
23890	Sheet-metal Worker, Maintenance	\$ 18.39
23910	Small Engine Mechanic	\$ 19.37
23930	Telecommunications Mechanic I	\$ 18.39
23931	Telecommunications Mechanic II	\$ 19.37
23950	Telephone Lineman	\$ 18.39
23960	Welder, Combination, Maintenance	\$ 18.39
23965	Well Driller	\$ 18.39
23970	Woodcraft Worker	\$ 18.39
23980	Woodworker	\$ 14.80

**PERSONAL NEEDS:**

24570	Child Care Attendant	\$ 8.69
24580	Child Care Center Clerk	\$ 10.54
24600	Chore Aide	\$ 6.39
24630	Homemaker	\$ 12.05

**PLANT AND SYSTEM OPERATION:**

25010	Boiler Tender	\$ 18.39
25040	Sewage Plant Operator	\$ 17.44
25070	Stationary Engineer	\$ 18.39
25190	Ventilation Equipment Tender	\$ 13.38
25210	Water Treatment Plant Operator	\$ 17.44

**PROTECTIVE SERVICE:**

27004	Alarm Monitor	\$ 11.20
27006	Corrections Officer	\$ 14.90
27010	Court Security Officer	\$ 15.76
27040	Detention Officer	\$ 15.76
27070	Firefighter	\$ 14.65
27101	Guard I	\$ 8.50
27102	Guard II	\$ 11.20
27130	Police Officer	\$ 17.54

**STEVEDORING/LONGSHOREMEN SERVICE OCCUPATIONS:**

28010	Blocker and Bracer	\$ 13.83
28020	Hatch Tender	\$ 13.83

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28030	Line Handler	\$ 13.83
28040	Stevedore I	\$ 13.00
28050	Stevedore II	\$ 14.66

**TECHNICAL:**

29010	Air Traffic Control Specialist, Center <sup>2/</sup>	\$ 15.99
29011	Air Traffic Control Specialist, Station <sup>2/</sup>	\$ 15.99
29012	Air Traffic Control Specialist, Terminal <sup>2/</sup>	\$ 17.61
29023	Archeological Technician I	\$ 13.63
29024	Archeological Technician II	\$ 15.25
29025	Archeological Technician III	\$ 18.90
29030	Cartographic Technician	\$ 18.90
29035	Computer Based Training Specialist/Instructor	\$ 17.93
29040	Civil Engineering Technician	\$ 18.90
29061	Drafter I	\$ 10.75
29062	Drafter II	\$ 13.46
29063	Drafter III	\$ 15.11
29064	Drafter IV	\$ 18.90
29081	Engineering Technician I	\$ 11.55
29082	Engineering Technician II	\$ 13.40
29083	Engineering Technician III	\$ 16.10
29084	Engineering Technician IV	\$ 18.48
29085	Engineering Technician V	\$ 22.60
29086	Engineering Technician VI	\$ 27.35
29090	Environmental Technician	\$ 18.27
29100	Flight Simulator/Instructor (Pilot)	\$ 23.32
29150	Graphic Artist	\$ 17.93
29160	Instructor	\$ 18.40
29210	Laboratory Technician	\$ 14.62
29240	Mathematical Technician	\$ 18.48
29361	Paralegal/Legal Assistant I	\$ 13.22
29362	Paralegal/Legal Assistant II	\$ 16.86
29363	Paralegal/Legal Assistant III	\$ 20.62
29364	Paralegal/Legal Assistant IV	\$ 24.95
29390	Photooptics Technician	\$ 18.48
29480	Technical Writer	\$ 16.72
29491	Unexploded Ordnance Technician I	\$ 14.74
29492	Unexploded Ordnance Technician II	\$ 17.83
29493	Unexploded Ordnance Technician III	\$ 21.37
29494	Unexploded Safety Escort	\$ 14.74
29495	Unexploded Sweep Personnel	\$ 14.74
29620	Weather Observer, Senior <sup>3/</sup>	\$ 17.02
29621	Weather Observer, Combined Upper Air and Surface Programs <sup>3/</sup>	\$ 14.62
29622	Weather Observer, Upper Air <sup>3/</sup>	\$ 14.62

**TRANSPORTATION/MOBILE EQUIPMENT OPERATION:**

31030	Bus Driver	\$ 13.24
31260	Parking and Lot Attendant	\$ 7.50
31290	Shuttle Bus Driver	\$ 10.42
31300	Taxi Driver	\$ 9.67
31361	Truckdriver, Light Truck	\$ 10.42
31362	Truckdriver, Medium Truck	\$ 13.24

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31363 Truckdriver, Heavy Truck	\$ 15.54
36364 Truckdriver, Tractor-Trailer	\$ 16.93

**MISCELLANEOUS:**

99020 Animal Caretaker	\$ 8.61
99030 Cashier	\$ 6.51
99041 Carnival Equipment Operator	\$ 9.33
99042 Carnival Equipment Repairer	\$ 10.06
99043 Carnival Worker	\$ 7.23
99050 Desk Clerk	\$ 9.45
99095 Embalmer	\$ 18.40
99300 Lifeguard	\$ 6.89
99310 Mortician	\$ 18.40
99350 Park Attendant (Aide)	\$ 8.48
99400 Photofinishing Worker (Photo Lab/Dark Room Technician)	\$ 7.58
99500 Recreation Specialist	\$ 15.40
99510 Recycling Worker	\$ 9.33
99610 Sales Clerk	\$ 6.75
99620 School Crossing Guard (Cross-walk Attendant)	\$ 7.23
99630 Sports Official	\$ 6.75
99658 Survey Party Chief	\$ 10.93
99659 Surveying Technician	\$ 9.42
99660 Surveying Aide	\$ 6.16
99690 Swimming Pool Operator	\$ 11.47
99720 Vending Machine Attendant	\$ 9.33
99730 Vending Machine Repairer	\$ 11.47
99740 Vending Machine Repairer Helper	\$ 9.33

**\*\* Fringe Benefits Required For All Occupations Included In This Wage Determination \*\***

**HEALTH & WELFARE:** Life, accident, and health insurance plans, sick leave, pension plans, civic and personal leave, severance pay, and savings and thrift plans. Minimum employer contributions costing an average of \$2.56 per hour computed on the basis of all hours worked by service employees employed on the contract.

**VACATION:** Two weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years; 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractor in the performance of similar work at the same Federal facility. (Reg. 4.173)

**HOLIDAYS:** Minimum of ten paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

1/

Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR 541. (See 29 CFR 4.156)



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2/

APPLICABLE TO AIR TRAFFIC CONTROLLERS ONLY - NIGHT DIFFERENTIAL: An employee is entitled to pay for all work performed between the hours of 6:00 P.M. and 6:00 A.M. at the rate of basic pay plus a night pay differential amounting to 10 percent of the rate of basic pay.

3/

APPLICABLE TO WEATHER OBSERVERS ONLY - NIGHT PAY & SUNDAY PAY: If you work at night as a part of a regular tour of duty, you will earn a NIGHT DIFFERENTIAL and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employee (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

**\*\* UNIFORM ALLOWANCE \*\***

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$4.25 per week (or \$.85 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

**\*\*NOTES APPLYING TO THIS WAGE DETERMINATION \*\***

**Source of Occupational Titles and Descriptions:**

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations," Fourth Edition, January 1993, as amended by the Second Supplement, dated August 1995, unless otherwise indicated. This publication may be obtained from the Superintendent of Documents, at 202-783-3238, or by writing to the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. Copies of specific job descriptions may also be obtained from the appropriate contracting officer.

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REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C) (vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed wage rate(s), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b) (2) of Regulations 29 CFR Part 4).
- 4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.
- 5) The contracting officer transmits the Wage and Hour decision to the contractor.
- 6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

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When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.

**ATTACHMENT #9**

**GOVERNMENT FURNISHED PROPERTY**

GOVERNMENT FURNISHED PROPERTY INVENTORY (GFP) AS OF 3/26/98				
NOMENCLATURE	QTY	LOCATION	PROPERTY NUMBER	BAR NUMBER
VACUUM, KENT DRY 1005057	1	ANNEX JANITOR'S CLOSET		
OILY WASTE CAN, EAGLE	2	BLR RM-1; SHOP-1		
FAN, ELECTRIC HUNTER	1	BOILER RM		
CLEANER, MINUTEMAN	1	BOILER RM TO120		115101
GREENLEE MECHANICAL BENDER NO. 1800	1	TG8 SHED		
AIR COMPRESSOR PORTABLE	1	FAIRBANK HVAC ST.		115074
CLEANER, STEAM PORTABLE	1	CHILLER ROOM	7017	115104
#2000B MAXI VAC JET STREAMER	1	FAIRBANK HVAC ST.		
SELF DUMPING HOPPER	3	BSMT-2;HYDR LAB		
HOIST ELEC. W/TROLLEY, YALE & TOWN	1	CHILLER RM	7033	115103
MAINTENANCE PLATFORM 10'	1	CHILLER RM		
WHIRLPOOL COMMERCIAL WASHER	1	F-BSMT LAUNDRY RM		
FAN-ELECTRIC, DUTY	1	HYDRAULICS LAB		
ORBITAL SANDER, BLACK & DECKER SER.#847862	1	SHOP		
ORBITAL SANDER, PORTER CABLE MOD 505 #37706	1	SHOP		
#7319 PORTER CABLE LAMINATE TRIMMER	1	SHOP		
PLATE JOINER, PORTER-CABLE MOD 555 #130590	1	SHOP		
PORTER CABLE DOVETAILAIL TEMPLT #5008 ◀	1	SHOP		
STAPLE GUN, BOSTICHTH	1	SHOP		
STAPLE GUN, SWINGLINE	1	SHOP		
#5660 MILWAUKEE ROUTER	1	SHOP		
SAW TRAX PANEL SAW PL-54	1	SHOP		
18 GAUGE SHEAR (MILWAUKEE)	1	SHOP		
1/2" HOLE SHOOTER (MILWAUKEE) D HANDLE	1	SHOP		
HILTI ROTARY HAMMER DRILL SER#73793 06/712429 MODEL TE22	1	SHOP		
HOLE SAW KIT 30822-1400L LENOX	1	SHOP		
HVY DTY BAND SAW (MILWAUKEE)SER.#0457220767 CAT. #6225	1	SHOP		
JIG SAW - VARI ORBIT, SKILL	1	SHOP		
POP RIVET GUN	1	SHOP		
SAWZALL (MILWAUKEE) 6507 TSC 063-1792623	1	SHOP		
X-HVYDTY DRYWALL DRIVER (PORTER&CABLE)	1	SHOP		
CIRCULAR SAW (SKILL)	1	SHOP		
DRILL-CORDLESS, MILWAUKEE, 9 V	1	SHOP		

GOVERNMENT FURNISHED PROPERTY INVENTORY (GFP) AS OF 3/26/98				
NOMENCLATURE	QTY	LOCATION	PROPERTY NUMBER	BAR NUMBER
DRILL-DRIVER, CORDLESS MILWAUKEE #784-37268, 12V	1	SHOP		
PACKING REMOVERS	1	SHOP		
TUBING TOOL KIT (IMP EASTMAN)	1	SHOP		
DRILL-HAMMER 3/8" #0665272803 MILWAUKEE	1	SHOP CARL EALY		
AMPROBE, DIGITAL MULTIMETER SET	1	SHOP		
LEAK DETECTOR (HALIDE HOUND)	1	SHOP		
LEAK DETECTOR, ULTRASONIC AMPROB MOD. ULD-100	1	SHOP		
LEAK SEEKER, CPS MOD. L-790A SS# C278769	1	SHOP		
METER, CONDUCTIVITY	1	SHOP	9697	115230
PNEUMATIC FITTING & CALIBRATION KIT	1	SHOP		
SCOTCH TRAK 3M CIRCUIT TRACER KIT	1	SHOP		
TRANSMITTER, ULTRASONIC MODEL # UT-200	1	SHOP		
AMPROBE, AMPROBE SER# EE0101030 MOD. RS-300	1	SHOP		
#3 ACETYLENE 75 CU. FT. TANK	1	SHOP		
80 CU. FT. OXYGEN TANK	1	SHOP		
ADAPTER #316 FOR ACETYLENE TANK	1	SHOP		
#639103 PRESTO LITE OXY-ACET KIT	1	SHOP		
BAND SAW, ROCKWELL	1	SHOP	6999	115082
BATTERY CHARGER, DAYTON	1	SHOP		
BRAKE-BOX FINGER, DIARCO	1	SHOP	7714	115076
DRILL PRESS 15"	1	SHOP	6998	115073
DRILL PRESS, RADIAL DELTA	1	SHOP	7001	115075
GFI EXTENSION CORDS	1	SHOP		
GRINDER, BALDER	1	SHOP	7008	115093
GRINDER, TOOL LINE	1	SHOP		115072
JOINTER, POWERMATIC	1	SHOP	6997	115065
LATHE, WOOD W/MOTOR & CONTROL	1	SHOP	6952	115078
PAINT MIXER, RED DEVIL	1	SHOP		
PIPE THREADING DIE SET	1	SHOP		
TREADER, BOLT & PIPE	1	SHOP	7007	115092
REAMER	1	SHOP		
PLANER, ROCKWELL 18X6	1	SHOP	7000	115067
PUMP, VACUUM	1	FAIRBANK HVAC ST.	6539	115091

GOVERNMENT FURNISHED PROPERTY INVENTORY (GFP) AS OF 3/26/98				
NOMENCLATURE	QTY	LOCATION	PROPERTY NUMBER	BAR NUMBER
RIDGID, A 30 CABLE KIT	1	TG8 SHED		
RIDGID, C 8 CABLE - 20 EA.	1	TG8 SHED		
RIDGID, IMPREGNATED GLOVES - 2 PAIR	1	SHOP		
RIDGID, K 50 DRAIN CLEANER	1	SHOP		
SAW 12" ARBOR, ROCKWELL	1	SHOP	7721	115081
SAW-MITER, ROCKWELL	1	SHOP	7003	115085
SAW, BAND METAL	1	SHOP	7006	115066
SAW, BAND, WOODCUTTING 14"	1	SHOP	7004	115079
SAW, RADIAL ROCKWELL 14"	1	SHOP	6996	115084
SAW, SCROLL ROCKWELL	1	SHOP	7005	115077
SHAPER, WOOD HEAVY DUTY	1	SHOP	9014	115083
SHEAR, FOOT OPERATED	1	SHOP	7706	115080
SPARKPLUG CLEANER, CHAMPION	1	SHOP		115071
STENCIL MACHINE	1	SHOP	7012	115069
VACUUM, HOOVER	1	SHOP	14137	115106
VACUUM, TORNADO	1	SHOP	8749	115123
WELDER, LINCOLN	1	SHOP	7010	115140
WET & DRY VACUUM - TRADESMAN	1	SHOP		
FORKLIFT, YALE	1	SHOP	8997	115094
6 FT. BAKER SCAFFOLD	1	BOILER ROOM		
ALNOR VELOCITY METER SERIES 6000	1	SHP/REC SHELF 10-2	46640	121253
CABLE TRACER AMPROBE	1	SHP/REC		
DOLLY, FOUR WHEEL	2	SHP/REC		
BANDING KIT, METAL	1	SHP/REC		
BANDING KIT, PLASTIC DELTA	1	SHP/REC		
FLATBED CART, RUBBERMAID	2	SHP/REC		
FORKLIFT, CROWN	1	SHP/REC	7009	115098
PALLET TRUCK, ROLL-LIFT	1	SHP/REC	8098	115114
REFRIGERATION HAND TRUCK	1	SHP/REC		
SANDER, BELT MILWAUKEE SER # 767-10624	1	SHP/REC		
CHAIN SAW, MCCOLLOUGH	1	SHP/REC SHELF 14		
CHAIN SAW, STIHL 029	1	SHP/REC SHELF 14		
JOHNSON BAR	1	SHP/REC (1)		

GOVERNMENT FURNISHED PROPERTY INVENTORY (GFP) AS OF 3/26/98				
NOMENCLATURE	QTY	LOCATION	PROPERTY NUMBER	BAR NUMBER
MAIL CARTS	5	SHP/REC IN NASSIF		
LEVER TYPE TUBE BENDER (IMP EASTMAN)	1	SHP/REC SHELF 2		
VELOCITY METER	1	SHP/REC SHELF 2		121253
PRESSURE METER #121253	1	SHP/REC SHELF 2-1		
TACH WHEEL METER	1	SHP/REC SHELF 2-2		
AIR VELOCITY INDICATORS (FLORET)	1	SHP/REC SHELF 2-3		
QUICK-TEMP THERMOMETER (DAYTON)	1	SHP/REC SHELF 2-4		
TORCH KIT	1	SHP/REC SHELF 2-5		
THERMO CHARG-CHECK	1	SHP/REC SHELF 3-1		
SM TAP& DIE SET LTL GIANT #AA-4 (INC)	1	SHP/REC SHELF 3-2		
BLACK & DECKER ROUTER	1	SHP/REC SHELF 3-3		
1/2" VAR-SPEED DRILL (B&D)	1	SHP/REC SHELF 4-1		
ELECTRIC HAMMER (MILWAUKEE)	1	SHP/REC SHELF 4-2		
HVYDUTY 4" GRINDER (TRIOR)	1	SHP/REC SHELF 4-3		
TORQUE WRENCH	1	SHP/REC SHELF 4-4		
EHD DRYWALL DRIVER (DAMAGED)	1	SHP/REC SHELF 5-1		
TAP & DIE SET (METRIC) CRAFTSMAN (INC)	1	SHP/REC SHELF 5-2		
RAM SET (REMINGTON)	1	SHP/REC SHELF 5-3		
SHORTY DRILL (BLACK&DECKER)	1	SHP/REC SHELF 5-4		
EASY OUT W + B (1 SET)	1	SHP/REC SHELF 6-1		
SOCKET SET MISCELLANEOUS	1	SHP/REC SHELF 6-2		
TAP & DIE SET LITTLE GIANT #8 (INCOMP)	1	SHP/REC SHELF 6-3		
HAMMER, BLACK & DECKER	1	SHP/REC SHELF 6-4	7032	115116
TAP & DIE SET BLUE BOX (INCOMP)	1	SHP/REC SHELF 7-1		
CARBON DIOXIDE SYSTEM (JET-LINE)	1	SHP/REC SHELF 7-2		
ELECTRIC DRAIN CLEANER (SPARTAN)	2	SHP/REC SHELF 7-3		
NATIONAL O-RING SERVICE SET	1	SHP/REC SHELF 9-1		
MAN-O-LOCK REPAIR KIT	1	SHP/REC SHELF 9-2		
TAP EXTRACTOR (WALTON)	1	SHP/REC SHELF 9-3		
BUSHING REMOVER & REPLACE SET (DAYTON)	1	SHP/REC SHELF 9-4		
GASKET HOLE PUCNH KIT	1	SHP/REC SHELF 9-5		
HYDROWASHER	1	SHP/REC SHELF 9-6		
BLACK & DECKER STRAIGHT & CIRCULAR GUIDE #64504	1	SHP/REC SHELF 9-7		



GOVERNMENT FURNISHED PROPERTY INVENTORY (GFP) AS OF 3/26/98				
NOMENCLATURE	QTY	LOCATION	PROPERTY NUMBER	BAR NUMBER
O-RING SPlicing KIT (SOLDER SEAL)	1	SHP/REC SHELF 9-8		
PIPE WRENCH	1	SHP/REC SHELF 9-8		
STRAPWRENCH	1	SHP/REC SHELF 9-10		
CUTTER, SIGHT GLASS	1	SHP/REC SHELF 9-11		
ANGLE DRILL	1	SHP/REC SHELF 10		
CIRCLE CUTTER (ZIMMERMAN)	1	SHP/REC SHELF 10		
DOWELING JIG 3/8"	1	SHP/REC SHELF 10		
GASKET CUTTER	1	SHP/REC SHELF 10		
GASKET CUTTER (DASCO)	1	SHP/REC SHELF 10		
CAPACITOR ANALYZER	1	SHP/REC SHELF 10-1		
PROTO DIAL TORQUE WRENCH	1	SHP/REC SHELF 10-3		
PROTO MICROMETER TORQUE SCREWDRIVER	1	SHP/REC SHELF 10-4		
AMPROBE (DECA-TRAN)	1	SHP/REC SHELF 11-1		
ANALYZER, EASTMAN HERMETIC	1	SHP/REC SHELF 11		
BATTERY TESTER	1	SHP/REC SHELF 11		
SIMPSON MODEL 260 MULTIMETER	1	SHP/REC SHELF 11		
PORT-A-PLANE (PORTER-CABLE)	1	SHOP		
1/2" HOLE SHOOTER (MILWAUKEE) SER#0066470696	1	SHP/REC SHELF 12-1		
BACHARACH TESTER	1	SHP/REC SHELF 12-2		
SANDER/GRINDER (MILWAUKEE) SER.# 762-50700	1	SHP/REC SHELF 13		
1/2" COMM ROLLER BERING DRILL (B&D)	0	SHP/REC SHELF G		
CLOSET AUGERS (GENERAL WIRE)	1	SHP/REC SHELF WALL		
POWER ACTUATED TOOL, REMINGTON	1	SHP/REC SHELF, TOP RAVEN		
TRIMMER, TREE	1	STORAGE SHED		
LAWN SWEEPER 38" HEAVY DUTY	1	STORAGE SHED		
BUSH HOG, FORD	1	STORAGE SHED	7015	115102B
CART FOR IHC	1	STORAGE SHED	7021	115137
DUMP TRUCK, DOT #40001	1	STORAGE SHED		115139
HEATER, LAWN BOY #919033 MODEL CH 150	1	STORAGE SHED		
MOWER DECK, GRAVELY	1	STORAGE SHED	15893	115893B
MOWER, FLAIL FORD	2	STORAGE SHED	7015	115102C
PUSH MOWER, JACOBSEN	1	STORAGE SHED	**	
PUSH MOWER, LAWN FLITE MTD. -NOT OPERATING	1	STORAGE SHED	**	

GOVERNMENT FURNISHED PROPERTY INVENTORY (GFP) AS OF 3/26/98				
NOMENCLATURE	QTY	LOCATION	PROPERTY NUMBER	BAR NUMBER
PUSH MOWER, TORO	1	STORAGE SHED		
PUSH MOWER, TORO MODEL 22005 SER. #5001069	1	STORAGE SHED		
RUBBER CUTTING EDGE, MEYER (ON BLADE)	1	STORAGE SHED		
SALT SPREADER, MEYER	1	STORAGE SHED		116585
SNOW BLADE, FORD TRACTOR	1	STORAGE SHED	7015	115102
SNOW BLADE, MEYER DUMP TRUCK	1	STORAGE SHED		
SNOW BLOWER, GRAVELY	1	STORAGE SHED		
SPREADER, SEED EASY	1	STORAGE SHED	13143	113143
TRACTOR LOADER, FORD	1	STORAGE SHED	7015	115102D
TRACTOR, FARM IHC	1	STORAGE SHED	**7027	115097
TRACTOR, FORD	1	STORAGE SHED	7015	115102A
TRUCK, 1983 CHEVROLET	1	STORAGE SHED		
TRUCK, 1987 GMC 2500	1	STORAGE SHED		
11 PIECE METRIC COMBINATION SET #BW-40	1	STORAGE SHED		
14 PIECE COMBINATION WRENCH SET #B-80710	1	STORAGE SHED		
1/2" DR UNIV SOCK SET #2526 STANLEY 26 PCS.	1	STORAGE SHED		
ADJUSTABLE WRENCH, DIAMALLOY 18" #D718	1	STORAGE SHED		
ALL STEEL HACKSAW FLAME #2628	1	STORAGE SHED		
ANGLE NOSE BATTERY PLIER #524-7	1	STORAGE SHED		
BALL PIEN HAMMER W/FIBERGLASS HANDLE #PF16	1	STORAGE SHED		
CHAINSAW, STIHL 028	1	STORAGE SHED		
JOINT PLIERS #HL110P GROOVE JOINT	1	STORAGE SHED		
KENNEDY TOOL BOX #220	1	STORAGE SHED		
TOOL BOX, GREY	1	STORAGE SHED		
LATHE, METAL	1	STORAGE SHED	**8463	115152
LINEMAN'S HEAVY DUTY CUTTING PLIERS#2960 8C	1	STORAGE SHED		
LONG CHAIN NOSE PLIERS #227-6 1/2 HCS	1	STORAGE SHED		
MECH. SLIP-JOINT SIDE CUTTING PLIER #513-7	1	STORAGE SHED		
PUNCH AND CHISEL SET #PC-9S	1	STORAGE SHED		
TIMING LIGHT, INDUCTIVE #222	1	STORAGE SHED		
TORX SCREWDRIVER - T10	1	STORAGE SHED		
TORX SCREWDRIVER SET T15-T30 (4 IN 1)	1	STORAGE SHED		
TRACTOR, GRAVELY	1	STORAGE SHED	15893	115893A

GOVERNMENT FURNISHED PROPERTY INVENTORY (GFP) AS OF 3/26/98				
NOMENCLATURE	QTY	LOCATION	PROPERTY NUMBER	BAR NUMBER
UTICA SNAP RING PLIER SET WITH TIPS #B-65	1	STORAGE SHED		115137
WEED EATER, YARD PRO 200	1	STORAGE SHED		
WIRE HOSE CLAMP PLIER #B-75	1	STORAGE SHED		
#XM4801 BOBCAT WALK BEHIND LAWNMOWER #001476	1	STORAGE SHED	115893B	118342
MAGNA 8 PIECE SCREW DRIVER SET	1	STORAGE SHED		
OREGON MODEL 511 BENCH CHAIN GRINDER	1	STORAGE SHED 118345		
EDGER, PRO TRIMMER	1	STORAGE SHED		
POWER BLOWER, ECHO PB 4600	1	STORAGE SHED		118344
POWER BLOWER, WEEDEATER GBI 22	1	STORAGE SHED		
#4500 LEAF BLOWER SER.# 01454J	1	STORAGE SHED		
TRIMMER/MOWER, DR	1	STORAGE SHED		
VACUUM, TORNADO	1	T0122	8750	115109
VACUUM, TORNADO	1	T0135	8747	115111
SECURITY CLOCK	1	T-106	8741	115125
FLOOR CLEANER, ELEC LO BOY	1	T-110	7029	115108
VACUUM, HOOVER	1	T-110	14136	114136
POLISHER, CASSIDY 2000 #X03-CF2000HS-104	1	T-110		
VACUUM, KENT DRY 1004856	1	T-209		
VACUUM, KENT DRY 1004860	1	T-309		
ALTERNATOR, DAYTON	1	TO-122	9235	115122
CLEANER, DRAIN SNAKE	1	TO-122	8743	115120
CLEANER, ELECTRIC SPARTAN 200	1	TO-122	7779	115186
HOSE, SUCTION & DISCHARGE TEEL	1	TO-122		
HOSE, WATER PUMP	1	TO-122		
PUMP, CENTRIFUGAL HOMELITE	1	CHILLER ROOM	7949	115121
ROOLING SPOOL W/ GARDEN HOSE	1	TO-122		
SEWER CLEANER, ELECTRIC	1	TO-122	7013	115119
VACUUM, HAND DAYTON	1	TO-122		
VACUUM, WET & DRY DAYTON	1	TO-122		
VACUUM, WET & DRY DAYTON	1	TO-122	7243	115118
FLOOR CLEANER, ELEC LO BOY	1	TO-128	7034	115086
POWER EAGLE CARPET EXTRACTOR	1	T110		
CASTEX CYCLONE CARPET DRYER	2	T110		

GOVERNMENT FURNISHED PROPERTY INVENTORY (GFP) AS OF 3/26/98				
NOMENCLATURE	QTY	LOCATION	PROPERTY NUMBER	BAR NUMBER
UPRIGHT AERIAL LIFT MODEL SL20	1	SHOP		
E-Z RIDER	1	VEHICLE PREP	8998	115100

**ATTACHMENT #10**

**GOVERNMENT FURNISHED MATERIAL**

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0001/001	LETTER, STICK-ON	35.0	EA
0001/002	DIGIT PUNCHES	1.0	EA
0001/003	LETTER PUNCHES	1.0	EA
0001/004	LETTER STENCILS 1 1/2"	8.0	SET
0001/005	LETTER STENCILS 1 1/4"	8.0	SET
0001/006	LETTER STENCILS 1"	12.0	SET
0001/007	LETTER STENCILS 2"	8.0	SET
0001/008	LETTER, SCREW-ON	46.0	EA
0002/001	1" X 36 YD WHITE STRIPING	1.0	BX
0002/002	4" X 36 YD BLACK STRIPING	1.0	BX
0002/003	2" X 36" WHITE STRIPING	8.0	BX
0002/004	2" X 36 YD YELLOW STRIPING	7.0	BX
0002/005	1 1/4" X 150' ORANGE STRIPING	2.0	ROLL
0003/001	DRY INK-5018/5028/5034	6.0	EA
0005/002	STAPLES	1.0	RO
0006/001	DRY INK, LANIER	2.0	EA
0007/001	DRY INK - TONER BAG	1.0	EA
0009/001	LG TRASH BAGS	1.0	CASE
0009/002	4 1/4 RIGHT ANGLE HASP	3.0	EA
0010/002	SET SCREW COUPLING 1 1/4"	6.0	EA
0016/001	TAPE, METAL	5.0	ROLL
0016/002	TAPE, DUCT	6.0	ROLL
0016/003	TAPE, FILAMENT	4.0	ROLL
0017/001	TAPE, DRYWALL	7.0	ROLL
0017/002	TAPE, MASKING, 2" X 60 YDS	6.0	ROLL
0017/003	TAPE, FOAM INSULATION	0.0	ROLL
0017/004	DROP CLOTHS, PLASTIC	(1.0)	EA
0017/005	WIRE BRUSHES, LARGE	6.0	EA
0017/006	WIRE BRUSHES, SMALL	4.0	EA
0018/001	BRUSH, PAINT 1"	0.0	EA
0018/002	BRUSH, PAINT 2"	33.0	EA
0018/006	ROLLER, PAINT	3.0	EA
0018/007	ROLLER REFILL	20.0	EA
0019/001	GLOVES, COTTON WORK	16.0	PAIR
0020/001	CHEMICAL CARTRIDGES	0.0	EA
0020/004	GOGGLES	2.0	EA
0020/005	MASK, DUST/MIST	1.0	EA
0020/010	EAR PLUGS, DISPOSABLE	38.0	PR
0022/001	FACE SHIELDS	4.0	EA
0022/002	HOSES 6 FT. X 2 1/2 DIA.	1.0	PR
0023/003	LUBRICANT, WD-40	5.0	CN
0023/004	SILICONE SPRAY	6.0	CN
0024/001	LUBRICANT, CHAIN LUBE	6.0	CN
0024/002	LUBRICANT, PENETRATING OIL	3.0	CN
0025/001	ELETRICAL CONTACT CLEANER	10.0	CN
0025/002	ELECTRICAL MOTOR DEGREASER	8.0	CN

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0026/001	FLYING INSECT KILLER	7.0	CN
0026/002	WASP SPRAY	6.0	CN
0027/001	TANK, ACETYLENE TYPE MC	1.0	TANK
0027/002	TANK, OXYGEN	1.0	TANK
0027/004	TANK, ACETYLENE TYPE B	1.0	TANK
0028/003	PAINT, HIGHWAY MARKING	12.0	CN
0029/001	HOSE, (TWIN) FOR OXY ACET	1.0	PR
0029/002	ACETYLENE & OXYGEN REGULATORS	2.0	EA
0030/001	RIVETS, 4X578	2.0	BX
0030/002	RIVETS, 4X581	1.0	BX
0030/003	RIVETS 4X582	1.0	BX
0030/004	RIVETS, 4X638	1.0	BX
0030/005	RIVETS, 4X641	1.0	BX
0030/006	RIVETS, 5X521	1.0	BX
0030/007	RIVETS, 5X522	2.0	BX
0031/004	FASTNERS/PWR DRIVERS REMINGTON B22	0.0	BX
0031/005	FASTNERS/PWR DRIVERS REMINGTON S-20	0.0	BX
0031/006	FASTNERS/PWR DRIVERS REMINGTON S-21	0.0	BX
0031/007	FASTNERS/PWR DRIVERS REMINGTON S-22	3.0	BX
0031/008	FASTNERS/PWR DRIVERS REMINGTON X-22	1.0	BX
0031/009	FASTNERS/PWR DRIVERS REMINGTON X-25	1.0	BX
0031/010	FASTNERS/PWR DRIVERS REMINGTON X-72	0.0	BX
0031/011	OAMMO DR STUD 2 3/4" X 1/2" X 1/4"	6.0	PKG
0031/012	STAR 6015 64000	0.0	BX
0031/013	STAR 6015 0400	2.0	BX
0031/014	STAR 6520-04300	1.0	BX
0031/015	STAR 6520-06300	1.0	BX
0031/016	STAR 6520-14300	1.0	BX
0031/017	STAR 6520-24300	2.0	BX
0032/001	BRUSH WIRE WHEEL 3"	2.0	EA
0032/002	BRUSH WIRE WHEEL 4"	2.0	EA
0032/004	DRILL BIT MISC. BRAKING KIT	2.0	EA
0032/005	GRINDING WHEEL 2 1/2"	0.0	EA
0032/006	GRINDING WHEEL 2"	1.0	EA
0032/007	GRINDING WHEEL 3"	1.0	EA
0032/008	GRINDING WHEEL 8"	2.0	EA
0032/009	GRINDING WHEEL CUTTER	2.0	EA
0033/001	MASONARY DRILL BIT 1/4"	0.0	EA
0033/002	MASONARY DRILL BIT 31/64"	5.0	EA
0033/003	MASONARY DRILL BIT 3/16"	0.0	EA
0033/004	MASONARY DRILL BIT 3/8"	0.0	EA
0033/005	MASONARY DRILL BIT 5/16"	9.0	EA
0033/006	MASONARY DRILL BIT 7/16"	3.0	EA
0033/008	TWIST DRILL BIT HI-SPEED 11/32"	4.0	EA
0033/009	TWIST DRILL BIT HI-SPEED 11/64"	6.0	EA
0033/010	TWIST DRILL BIT HI-SPEED 13/32"	5.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0033/011	TWIST DRILL BIT HI-SPEED 13/64"	7.0	EA
0033/012	TWIST DRILL BIT HI-SPEED 15/32"	5.0	EA
0033/013	TWIST DRILL BIT HI-SPEED 15/64"	5.0	EA
0033/014	TWIST DRILL BIT HI-SPEED 17/64"	2.0	EA
0033/015	TWIST DRILL BIT HI-SPEED 19/64"	12.0	EA
0033/016	TWIST DRILL BIT HI-SPEED 1/16"	5.0	EA
0033/017	TWIST DRILL BIT HI-SPEED 1/2"	5.0	EA
0033/018	TWIST DRILL BIT HI-SPEED 1/4"	1.0	EA
0033/019	TWIST DRILL BIT HI-SPEED 1/8"	12.0	EA
0033/020	TWIST DRILL BIT HI-SPEED 21/64"	5.0	EA
0033/021	TWIST DRILL BIT HI-SPEED 23/64"	4.0	EA
0033/022	TWIST DRILL BIT HI-SPEED 25/64"	5.0	EA
0033/023	TWIST DRILL BIT HI-SPEED 27/64"	3.0	EA
0033/024	TWIST DRILL BIT HI-SPEED 29/64"	5.0	EA
0033/025	TWIST DRILL BIT HI-SPEED 31/64"	4.0	EA
0033/026	TWIST DRILL BIT HI-SPEED 3/16"	9.0	EA
0033/027	TWIST DRILL BIT HI-SPEED 3/32"	3.0	EA
0033/028	TWIST DRILL BIT HI-SPEED 3/8"	6.0	EA
0033/029	TWIST DRILL BIT HI-SPEED 5/16"	4.0	EA
0033/030	TWIST DRILL BIT HI-SPEED 5/32"	8.0	EA
0033/031	TWIST DRILL BIT HI-SPEED 5/64"	3.0	EA
0033/032	TWIST DRILL BIT HI-SPEED 7/16"	3.0	EA
0033/033	TWIST DRILL BIT HI-SPEED 7/32"	5.0	EA
0033/034	TWIST DRILL BIT HI-SPEED 7/64"	5.0	EA
0033/035	TWIST DRILL BIT HI-SPEED 9/32"	7.0	EA
0033/036	TWIST DRILL BIT HI-SPEED 9/64"	10.0	EA
0034/001	#51578-02 B&D HAMMER DRILL BIT	1.0	EA
0034/002	#51755 1 1/8" B&D HAMMER DRILL BIT	1.0	EA
0034/003	#51743 5/8" B&D HAMMER DRILL BIT	1.0	EA
0034/004	#5174 1/2" B&D HAMMER DRILL BIT	1.0	EA
0034/005	#51570-02 B&D HAMMER DRILL BIT	1.0	EA
0034/006	34TIMKEN H-1/2 THREADED HAMMER DRILL BIT	1.0	EA
0034/007	1/2" RAWL TWIST	1.0	EA
0035/001	STEWART HALL RENEWZ	3.0	GAL
0037/001	CAULK, SILICONE SEALANT	7.0	EA
0037/003	GREASE, DRYDENE PYROPLEX EP CARTRIDGE	1.0	EA
0037/004	GUN, CAULK	0.0	EA
0037/005	GUN, GREASE	1.0	EA
0038/007	OIL, RIDGID THREAD CUTTING	0.0	GAL
0038/008	OIL, VAC PUMP (ROBINAIR)	2.0	GAL
0038/009	OIL, ALKYL BENZENE	2.0	GAL
0039/001	SAE 30 NON-DETERGENT MOTOR OIL	13.0	QT
0039/002	STEWART HALL COILRIGHT	3.0	EA
0040/001	GE RR7 REMOTE CONTROL RELAY	3.0	EA
0040/002	SQUARE D KU-13 GENERAL PURPOSE RELAY	2.0	EA
0040/003	INTERMATIC K4033 BALLAST	9.0	EA



GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0040/004	DAYTON 5X840F WHATCHAMACALLIT	2.0	EA
0040/005	BUSS 263M FUSE REDUCERS	8.0	EA
0040/006	FUSETRON BOX AND COVER UNIT	1.0	EA
0040/007	BUSS REDUCERS #616	3.0	EA
0040/008	SCOTCHCAST 82-A POWER CABLE SPLICE KIT	1.0	EA
0040/009	GE THQB1120GF CIRCUIT BREAKER	4.0	EA
0040/010	GETEB111030L CIRCUIT BREAKER	5.0	EA
0041/001	SQUARE D EMPTY GREY BOX	2.0	EA
0041/002	SQUARE D 4323-S1 GREY BOX	2.0	EA
0041/003	SQUARE D 2 POLE 230 VOLT N.O. GREY BOX	2.0	EA
0041/004	ADAPTABEL ALARM BELL	1.0	EA
0041/005	SQUARE D TYPE KW1B WATERTITE SWITCH	1.0	EA
0041/006	GE CR305X100C CONTACT KIT	9.0	EA
0041/007	GE CR305X100D CONTACT KIT	5.0	EA
0041/008	MICRO SWITCH BZE-2RN	1.0	EA
0041/009	SQARE D CLASS 8501 FRONT WIRED RELAY SOCKET	1.0	EA
0044/001	INSECT BOMBS	33.0	EA
0045/001	FRN-R 1/2 AMP FUSES DE	7.0	EA
0045/002	FRN-R 2 AMP FUSES DE	10.0	EA
0045/003	FUSETRON FRN-R 8/10 AMP FUSES DE	9.0	EA
0045/004	FUSETRON FNM 1 6/10 AMP FUSES DE	3.0	EA
0045/005	SHAWMUT 2.5 AMP FUSES DE	30.0	EA
0045/006	COMMERCIAL CARTRIDGE FUSES 10 AMP	70.0	EA
0045/007	ECON MEN 15 AMP FUSES DE	10.0	EA
0045/008	ECO MIDGET MOL 15 FUSES SE	5.0	EA
0045/009	LIMETRON KTK-8 FUSES	20.0	EA
0045/010	NON 3 FUSES SE	10.0	EA
0045/011	CEFCO 3 AMP FUSES SE	10.0	EA
0045/012	FUSETRON FRN-5 FUSES DE	11.0	EA
0045/013	FUSETRON FRN-3 2/10 FUSES DE	15.0	EA
0045/014	FUSETRON FNM 5 FUSES DE	21.0	EA
0045/015	BUSS BAF-15 FUSES	9.0	EA
0045/016	FUSETRON FRN-8 FUSES DE	19.0	EA
0046/001	FUSETRON FRN-R 12 FUSES DE	40.0	EA
0046/002	LITTLEFUSE SLO-BLO FUSES FLNR-20	4.0	EA
0046/003	RELIANCE KON-15 FUSES	6.0	EA
0046/004	RELIANCE ECNR-15 FUSES	12.0	EA
0046/005	BUSS NON-15 FUSES SE	21.0	EA
0046/006	DSA 15 A FUSES (TAN BOX)	5.0	EA
0046/007	ROYAL NOARK 25 AMP FUSES SE	70.0	EA
0046/008	FUSETRON FRN25 FUSE DE	1.0	EA
0046/009	FUSETRON FRN-R 25 FUSE DE	7.0	EA
0046/010	SHAWMUT TRI-ONIC TR25 FUSES DE	3.0	EA
0046/011	EAGLE SLO-LAG 25 AMP FUSE DE	1.0	EA
0046/012	GOULD SHAWMUT TR30R FUSES	4.0	EA
0046/013	FUSETRON FRN-R 35 FUSES DE	5.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0046/014	SHAWMUT TR-40 FUSES DE	7.0	EA
0046/015	SHAWMUT OT-45 FUSES SE	4.0	EA
0047/001	FUSETRON FRN-40 FUSES DE	11.0	EA
0047/002	FUSETRON TR70R FUSES DE	6.0	EA
0047/003	60 AMP FUSES SE	30.0	EA
0047/004	RELIANCE JCL 60 AMP FUSES SE	3.0	EA
0047/005	CEFCO CRN-R 60 FUSES DE	4.0	EA
0047/006	GOULD SHAWMUT OT70 FUSES SE	4.0	EA
0047/007	RELIANCE ECNR70 FUSES DE	1.0	EA
0047/008	BUSS ATC 5 'CHIP' TYPE AUTO FUSE	4.0	EA
0047/009	BUSS AK 6 'CHIP' TYPE AUTO FUSE	1.0	EA
0047/010	BUSS ATC 7 1/2 'CHIP' TYPE AUTO FUSE	4.0	EA
0047/011	BUSS ATC 10 'CHIP' TYPE AUTO FUSES	9.0	EA
0047/012	BUSS ATC 15 'CHIP' TYPE AUTO FUSES	9.0	EA
0047/013	BUSS ATC 25 'CHIP' TYPE AUTO FUSES	1.0	EA
0047/014	BUSS ATC 30 'CHIP' TYPE AUTO FUSES	2.0	EA
0047/015	LITTLEFUSE SLO-BLO AUTO FUSES 1/4 AMP MIDGET	5.0	EA
0047/016	LITTLEFUSE SLO-BLO AUTO FUSES 8 AMP	3.0	EA
0047/017	LITTLEFUSE SLO-BLO AUTO FUSES 12 AMP	8.0	EA
0048/001	SHAWMUT OTS15 FUSES SE	20.0	EA
0048/002	MAJOR 100 AMP FUSES #411	10.0	EA
0048/003	FRS-R 10 FUSES	4.0	EA
0048/004	LITTLEFUSE FLSR-30 FUSES DE	5.0	EA
0048/005	SHAWMUT TRS30R FUSES DE	10.0	EA
0048/006	SHAWMUT TRS15R FUSES DE	15.0	EA
0048/007	LITTLEFUSE FLSR 15 FUSES DE	7.0	EA
0048/008	ECON ECSR 100 FUSES DE	3.0	EA
0048/009	ROYAL ELECTRIC 175 AMP FUSESSSE	3.0	EA
0048/010	FUSETROM FRN175 FUSES DE	1.0	EA
0048/011	GOULD SHAWMUT TSR20R FUSES	10.0	EA
0048/012	SHAWMUT TRS3R FUSES	7.0	EA
0048/013	GOULD SHAWMUT TRS35R FUSES	7.0	EA
0048/014	LITTLEFUSE FLSR 60 FUSES	10.0	EA
0048/015	GOULD SHAWMUT TR100R FUSES DE	2.0	EA
0048/016	ECO EON 100 FUSES SE	1.0	EA
0048/017	SHAWMUT TRS40R FUSES DE	3.0	EA
0048/018	RELIANCE ECSR100 FUSES DE	1.0	EA
0048/019	RELIANCE ECNR500 FUSES DE	1.0	EA
0048/027	RELAY, 3 POLE D/T 240 AC	0.0	EA
0049/001	GE TYPE EJ-1 9F60BBD905 .5E AMP FUSE	2.0	EA
0049/002	NX FA1H100 FUSE	3.0	EA
0049/003	9570F1G04 150 AMP FUSE	2.0	EA
0049/004	FUSETRON .2 AMP FUSE	9.0	EA
0049/005	FUSETRON .4 AMP FUSE	10.0	EA
0049/006	FUSETRON .5 AMP FUSE	10.0	EA
0049/007	FUSETRON .6 AMP FUSE	10.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0049/008	FUSETRON 1 AMP FUSE	29.0	EA
0049/009	FUSETRON 1.6 AMP FUSE	10.0	EA
0049/010	FUSETRON 2 AMP FUSE	9.0	EA
0049/011	FUSETRON 4 AMP FUSE	0.0	EA
0049/012	FUSETRON 4.5 AMP FUSE	6.0	EA
0049/013	FUSETRON 5 AMP FUSE	4.0	EA
0049/014	SHAWMUT TR2R FUSES	9.0	EA
0049/015	SHAWMUT TR4R FUSES	18.0	EA
0049/016	SHAWMUT ATMR20 FUSES	8.0	EA
0050/001	COUPLING, WIREMOLD 2217 TC CORNER	13.0	EA
0050/003	COVER, WIREMOLD 5736 BLANK	20.0	EA
0051/001	CONNECTOR, ARMORED CABLE WIREMOLD 5790	20.0	EA
0051/002	ELBOW, WIREMOLD 5711LH INT. LEFT TWIST	9.0	EA
0051/003	GROUNDING RECEPTACLE AND BOX 57243G	1.0	EA
0051/004	SWITCH & RECEPTICAL BOX, WIREMOLD 5745	1.0	EA
0051/005	UTILITY BOX, WIREMOLD 5734A	26.0	EA
0051/006	WIREMOLD 5711RH INT. RIGHT TWIST	15.0	EA
0052/001	ADAPTER PLATE & COVER, WIREMOLD 5753	0.0	EA
0052/002	ELBOW, WIREMOLD 517 INTERNAL	28.0	EA
0052/003	ELBOW, WIREMOLD 518 EXTERNAL	16.0	EA
0052/004	ELBOW, WIREMOLD 717 INTERNAL	3.0	EA
0052/005	ELBOW, WIREMOLD 718 EXTERNAL	16.0	EA
0052/006	EXTENSION ADAPTER, WIREMOLD 5751-3	15.0	EA
0052/009	SWITCH, WIREMOLD 5747-3 SHALLOW	3.0	EA
0053/001	COVER COUPLING, WIRMOLD 2217 TC INTER	4.0	EA
0053/002	ELBOW, WIREMOLD 511 90 FLAT	9.0	EA
0053/003	ELBOW, FLAT 711	9.0	EA
0053/005	EXTENAL BOX, WIREMOLD 5739-A	4.0	EA
0053/006	FIXTURE BOX, WIREMOLD 5738A	1.0	EA
0053/007	FIXTURE BOX, WIREMOLD 5739	6.0	EA
0053/008	INVISO PLACT #176	2.0	EA
0053/009	RECEPTACLE AND BOX, DUPLEX 1546-B	2.0	EA
0053/010	RECEPTACLE AND BOX, WIREMOLD 1546-A SINGLE	7.0	EA
0053/011	SWITCH & RECEPTACLE, WIREMOLD 5748	1.0	EA
0054/002	CONNECTOR, WIREMOLD 5785 COMBINATION	0.0	EA
0054/003	CORNER BOX, WIREMOLD 5719	2.0	EA
0054/004	END FITTING, WIREMOLD 2210 ENTR	10.0	EA
0054/005	EXTENSION BOX, WIREMOLD 5737	11.0	EA
0054/009	TEE, WIREMOLD 5715	3.0	EA
0055/001	BUSHING, WIREMOLD 1502	50.0	EA
0055/002	BUSHING, WIREMOLD 502	36.0	EA
0055/003	BUSHING, WIREMOLD 504	118.0	EA
0055/004	BUSHING, WIREMOLD 506	56.0	EA
0055/005	CONNECTOR, WIREMOLD 5786 OFFSET	1.0	EA
0055/006	COVER, WIREMOLD 5736 BLANK	5.0	EA
0055/007	ELBOW, WIREMOLD 1511 90 FLAT	11.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0055/008	END FITTING, WIREMOLD 2210 B	12.0	EA
0055/009	END FITTING, WIREMOLD 2210 BT	2.0	EA
0055/010	STRAP, WIREMOLD 704	100.0	EA
0056/001	CONNECTOR, WIREMOLD 5781	4.0	EA
0056/003	CONNECTOR, WIREMOLD W30 WIRE	50.0	EA
0056/005	ELBOW, WIREMOLD 512 45 FLAT	11.0	EA
0056/008	WIREMOLD 5790	16.0	EA
0056/009	W. C. CLIPS, WIREMOLD 1500	35.0	EA
0056/010	FLEXIBLE WIREMOLD 5700	7.0	EA
0058/001	SAFETY-SILV 56 BRAZING ALLOY	1.0	EA
0058/002	THREAD SEALANT WITH TEFLON	1.0	EA
0058/003	NEVER SEEZ	3.0	CN
0058/004	STAY-SILV WHITE BRAZING FLUX	3.0	EA
0058/005	LEAK-LOCK JOINT SEALING COMPOUND	1.0	EA
0058/006	CYANOACRYLATE (SUPERGLUE)	2.0	EA
0058/007	TAPE, TEFLON	8.0	ROLL
0058/008	RUBBER BASE SPRAY ADHESIVE	3.0	CN
0059/001	PVC/CPVC PRIMER	2.0	CN
0059/002	CEMENT, OATLEY REGULAR CLEAR PVC	5.0	CN
0059/003	LA-CO REGULAR SOLDERING FLUX	3.0	EA
0059/004	LA-CO ALL PURPOSE CLEANER	1.0	EA
0059/005	OATEY CLEANER	3.0	EA
0059/006	HI-TEMP C5-A ANTI-SEIZE	1.0	EA
0059/007	FORM-A-GASKET #2 SEALANT	1.0	EA
0059/011	PUMBERS ABRASIVE CLOTH	4.0	ROLL
0060/001	PLUMBERS HEAT PRUF GREASE	4.0	EA
0060/002	SCREWDRIVER STOP REPAIR KIT	8.0	EA
0060/003	V-551-A VACUUM BREAKER REPAIR KIT	7.0	EA
0060/004	A-163-A ROYAL GUIDES	4.0	EA
0060/005	WATER FOUNTAIN REGULATOR ASSEMBLY	5.0	EA
0061/001	WATERBURY FAUCET AERATOR	3.0	EA
0061/002	SLOAN A-156A DIAPHRAGM	7.0	EA
0061/003	A-15-A DISC	9.0	EA
0061/004	A19AU RELIEF VALVE	16.0	EA
0061/005	A19AC RELIEF VALVE	16.0	EA
0061/006	SLOAN B-50-A HANDLE REPAIR KIT	12.0	EA
0061/007	SLOAN B-32-A HANDLE ASSEMBLY	5.0	EA
0061/008	A-71 DISCS	9.0	EA
0061/009	SOAP DISPENSER PUMP ASSEMBLY	5.0	EA
0062/001	SLOAN H-600-AG ANGLE STOPS	7.0	EA
0062/002	1 1/4" P TRAP	1.0	EA
0062/003	1 1/2" DRAIN TRAP	4.0	EA
0062/004	URINAL SPUDS	9.0	EA
0062/005	TOILET SPUDS	3.0	EA
0063/001	BOL-WAX #6 TOILET BOWL GASKET	3.0	EA
0063/002	BOL-WAX #1 TOILET BOWL GASKET	5.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0063/003	BOL-WAX #2 TOILET BOWL GASKET	4.0	EA
0063/004	AUTOMATIC STREAM REGULATOR	4.0	EA
0063/005	SPANNER FLANGE	3.0	EA
0064/001	ALL-THREAD 1/4"	0.0	FT
0064/002	ALL-THREAD 3/8"	0.0	FT
0064/003	ALL-THREAD 1/2"	6.0	FT
0065/001	SLUG PERMAGUN SEALING COMPOUND	3.0	EA
0067/001	BANDSAW BLADE (4AR38)	1.0	EA
0077/001	ALCO FILTER DRIER EK-052 1/4" SAE	1.0	EA
0077/002	FILTER DRIER CARTRIDGE SG-4 SILICA	2.0	EA
0077/003	FILTER PLUS DRIER DF25A	1.0	EA
0077/004	FILTER PLUS DRIER DF35A	1.0	EA
0077/006	SPORLAN CATCH-ALL, FILTER DRIER HIGH	3.0	EA
0077/007	SPORLAN CATCH-ALL C-162 1/4" FLARE	0.0	EA
0077/008	SPORLAN CATCH-ALL C-163 3/8" SAE FL	2.0	EA
0077/009	SPORLAN CATCH-ALL C-303-5 3/8" O.D.	1.0	EA
0078/001	ALCO ANGLE TYPE THERMO R-12	2.0	EA
0078/002	ALCO ANGLE TYPE THERMO VALVE R-22	0.0	EA
0078/003	ALCO PWR ASMBLY VALVE TYPES: TCLE.TJ	1.0	EA
0078/004	ALCO PWR ASMBLY VALVE TYPES: TL.TAL.	1.0	EA
0078/005	SPORLAND SOLENOID: MA24S3 230V 60 CYCLE	2.0	EA
0078/006	SPORLAND THERMOSTATIC EXP VALVE SVE 8	1.0	EA
0078/007	THERMO ELEM KIT: TYPE M-V VALUES KT6	2.0	EA
0080/001	TUBING, 1/4" JOINED	0.0	ROLL
0080/002	VALVE REBUILD KIT	1.0	EA
0081/001	ROUGH-IN KIT	0.0	EA
0081/002	TUBING, 1/4" PNEUMATIC	0.0	ROLL
0081/003	TUBING, 5/32" O.D. POLYETHYLENE	0.0	ROLL
0082/001	CONTROLLER, ROBER SHAW	0.0	EA
0082/002	RELAY, PNEUMATIC ELECTRIC	1.0	EA
0082/003	SENSOR, TEMPERATURE HONEYWELL	1.0	EA
0082/004	SWITCH, PRESSURE ELECTRIC	1.0	EA
0082/005	THERMOSTAT 191-202 POWERS	0.0	EA
0082/006	THERMOSTAT TH192 (MCC POWER)	0.0	EA
0082/007	THERMOSTAT PNEUMATIC	0.0	EA
0082/008	THERMOSTAT PNEUMATIC T18-301	0.0	EA
0082/009	THERMOSTAT DA TH192	0.0	EA
0082/010	TRANSMITTER, TEMPERATURE	0.0	EA
0083/001	CONTROLLER, VELOCITY	3.0	EA
0083/002	COVER, STAT HONEYWELL	3.0	EA
0083/003	COVER, STAT POWERS	0.0	EA
0083/004	COVER, VERTICAL MOUNTED HONEYWELL	1.0	EA
0083/005	COVER, VERTICAL MOUNTED POWERS	1.0	EA
0083/006	RELAY, PRESSURE MAIN PORT	6.0	EA
0083/007	RELAY, SNAP ACTING	0.0	EA
0083/008	THERM-SINGLE ACTING	1.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0083/009	THERMOSTATS POWER TH192HC	1.0	EA
0083/010	VELOCITROL	0.0	EA
0084/001	SINGLE TEMP DIRECT ACT. THERMOSTAT T	1.0	EA
0084/002	FITTINGS, PNEUMATIC ADAPT 1/4 X 1/8 M	32.0	EA
0084/003	FITTING, PNEUMATIC ADAPT 1/4 X 1/8 M	28.0	EA
0084/004	FITTING, PNEUMATIC ADAPT 1/4 X 1/8 F	20.0	EA
0084/005	FITTING, PNEUMATIC ADAPT 5/32 X 1/4	75.0	EA
0084/006	VALVE SHUT-OFF DISC KIT	1.0	EA
0084/007	DIAPHRAM F	3.0	EA
0084/008	HYGROSTAT ELEMENT ASSY	7.0	EA
0084/009	CHECK VALVE BALLS	6.0	EA
0084/010	GAUGES, PNEUMATIC 80-130; 3-15 PSI	1.0	EA
0084/011	GAUGES, PNEUMATIC 30590 0-3# PSI	0.0	EA
0084/012	DAMPER, VALVES, HUMIDISTATS	0.0	EA
0085/001	METER, MILLIPORE (SIMPSON)	0.0	EA
0085/002	POTENTIOMETER (HONEYWELL)	0.0	EA
0085/003	POWERS LIMIT SWITCH 141-0530	4.0	EA
0085/004	VALVE, PERMETER RADIATOR ZONE	1.0	EA
0085/012	REBUILD KIT (MAHU 10)	1.0	EA
0093/001	LOCKSET SCHLAGE 2 3/8"	2.0	EA
0094/001	TURN BUCKELS	3.0	EA
0094/002	HANDLE, HAMMER 10"	16.0	EA
0094/003	HANDLE, HAMMER 12"	6.0	EA
0094/004	HANDLE, HATCHET	2.0	EA
0095/001	HOOK, CHAIN 3/8"	0.0	EA
0095/002	HOOK, CHAIN 1/2"	23.0	EA
0095/003	CHAIN LINK	1.0	EA
0095/004	CLAMP. CABLE 3/8"	0.0	EA
0096/001	PLATE, RECEPT 2 GANG (EMRG) RED	19.0	EA
0096/002	PLATE, SWITCH 2 GANG (EMRG) RED	0.0	EA
0096/003	PLATE, SWITCH SINGLE GANG (EMRG) RED	21.0	EA
0096/004	PLATE, RECEPTACLE 4 GANG (EMRG) RED	5.0	EA
0096/005	PLATE, TELEPHONE 1 GANG STEEL	12.0	EA
0097/001	AA BATTERIES	6.0	EA
0097/002	AAA BATTERIES	9.0	EA
0097/003	D BATTERIES	6.0	EA
0097/004	C BATTERIES	14.0	EA
0097/005	LANTERN BATTERY 6V	4.0	EA
0097/006	KNIFE, RAZOR	0.0	EA
0097/007	KEY RETRIEVER	4.0	EA
0097/008	LABEL GUN	1.0	EA
0097/009	RAZOR BLADE SCRAPER	2.0	EA
0097/010	TAPE, LABEL BLUE EMBOSING	1.0	EA
0097/011	TAPE, LABEL GREEN	4.0	EA
0097/012	TAPE, LABEL GREY	4.0	EA
0097/013	TAPE, LABEL RED	0.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0097/014	WATER KEY	1.0	EA
0097/015	HOSE NOZZLE	2.0	EA
0097/016	MINI-MAGLITE AA FLASHLIGHT LAMPS	4.0	EA
0097/017	9V BATTERY	8.0	EA
0097/018	PADLOCK	1.0	EA
0098/003	RECEPTACLE 20 AMP GFI	5.0	EA
0100/001	BOX DEEP SINGLE GANG OUTDOOR 3/4" K.O.	0.0	EA
0100/002	BOX OUTDOOR HUB 1/2" 3 OUTLETS	0.0	EA
0100/003	BOX OUTDOOR HUB 3/4" 3 OUTLET 3/4" K.O.	0.0	EA
0100/004	BOX SINGLE GANG OUTDOOR	0.0	EA
0100/005	BOX SWITCH INCREASE CAPACITY	3.0	EA
0100/006	BOX SWITCH W/MTG BRKT INCREASE CAPACITY	0.0	EA
0100/007	BOX & COVER ALUMINUM DIE CAST	1.0	EA
0100/008	COVER BLANK ONE GANG OUTDOOR	1.0	EA
0100/009	COVER BLANK TWO GANG OUTDOOR	1.0	EA
0100/010	COVER OUTDOOR FOR GFI	2.0	EA
0100/011	COVER OUTDOOR SINGLE RECEPTACLE	6.0	EA
0100/012	COVER OUTDOOR SWITCH	3.0	EA
0101/001	11-B X-RINGS 1 1/2" DEEP COMBO K.O.	5.0	EA
0101/002	11-B X-RINGS 2" DEEP COMBO K.O.	4.0	EA
0101/003	8-B BOX 1/2" DEEP COMBO K.O.	20.0	EA
0101/004	8-B BOX 1/2" DEEP K.O.	0.0	EA
0101/005	8-B BOX 3/4" DEEP K.O.	0.0	EA
0101/006	8-B X-RINGS	4.0	EA
0101/007	BOX 11-B DEEP 1/2" K.O.	0.0	EA
0101/008	BOX UTILITY 1/2' K.O.	12.0	EA
0101/009	BOX UTILITY COMBINATION K.O.	0.0	EA
0101/010	BOX UTILITY EXT RING W 1/2" K.O.	8.0	EA
0102/001	1900 BOX 1 1/2" DEEP 1/2" K.O.	0.0	EA
0102/002	1900 BOX 1 1/2" DEEP 3/4" K.O.	0.0	EA
0102/003	1900 BOX 1 1/2" DEEP COMBINATION	24.0	EA
0102/004	1900 BOX X-RINGS	5.0	EA
0102/005	SWITCH BOX 1/2 K.O. (OLD WORK BOX)	(2.0)	EA
0103/001	BALLAST, 8G1022 WF	0.0	EA
0103/002	BALLAST, A-175-S 120V/60HZ	5.0	EA
0103/003	BALLAST, HM-140-TP 120V/60HZ	1.0	EA
0103/004	BALLAST, LC-4-9-C 118V/60HZ	2.0	EA
0103/005	BALLAST, RL 140TP 120V/60HZ	0.0	EA
0103/007	BALLAST, RLQ 120-TP 120V/60HZ	7.0	EA
0103/008	BALLAST, VS-140-TP 277V/60HZ	0.0	EA
0103/009	PHOTO ELECTRIC CTRL 120V K4321	7.0	EA
0103/010	STARTERS 40W FLUORSCENT	60.0	EA
0103/011	HO BALLAST 277V (FOR F96T12HO)	4.0	EA
0104/001	BALLAST, 631-LH-TC-P HIGH OUTPUT	0.0	EA
0104/002	BALLAST, ADVANCE V2E75-S-TP 266V 60HZ	3.0	EA
0104/003	BALLAST, ADM-2E75-S-3 120/60H	1.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0104/004	BALLAST, SM-2E-75-S-TP 120V/60HZ	2.0	EA
0104/005	BALLAST, R-2S40TP MKIII 120V 60HZ	10.0	EA
0104/006	BALLAST, V-2540TP	0.0	EA
0107/003	FLUID, HYDRAULIC	6.0	GAL
0107/004	OIL, 10W30 MOTOR	18.0	QT
0107/005	OIL, 10W40 MOTOR	19.0	QT
0107/009	SIGNAL LIGHT 12V32CP SR1156	19.0	EA
0107/010	SIGNAL LIGHT 12V32/3CP RS1157	17.0	EA
0107/012	SEALED BEAM LAMP 4510 AUTOMOTIVE 6V	3.0	EA
0108/001	OIL, 2 CYCLE	18.0	QT
0108/002	OIL, 30WT MOTOR H.D.	18.0	QT
0108/003	WINDSHIELD WASHER LIQUID	7.0	PINT
0109/001	ANTI-FREEZE, ALL WEATHER	7.0	GAL
0109/003	FLUID, DOT 3 BRAKE	4.0	QT
0109/004	FLUID, TRANSMISSION FORD	1.0	QT
0109/005	FLUID, TRANSMISSION GMC	0.0	QT
0109/006	GEAR LUBE., DRYDENE 80W90	10.0	QT
0110/002	PCV VALVE FRAM FV184DP	1.0	EA
0110/003	AIR FILTER FRAM CA 326	3.0	EA
0110/004	FILTER PERKINS PWR PTS 2657611 7 X 19	4.0	EA
0110/005	FILTER, AIR 1H6160GC1	0.0	EA
0110/007	FILTER, OIL FRAM 373	2.0	EA
0110/008	FILTER, OIL FRAM PH8A	3.0	EA
0111/001	PRE FILTER 5208301	10.0	EA
0111/002	FILTER, AIR KHOLER 4708301	1.0	EA
0111/003	FILTER, FRAM CA 151PL	3.0	EA
0111/004	FILTER, FRAM C1191A	1.0	EA
0111/005	IGNITION KIT	3.0	EA
0111/006	AIR FILTER ELEMENT 411013	0.0	EA
0111/007	OIL FILTER KAWASAKI 49065-2071	1.0	EA
0111/008	OIL FILTERS KOHLER 52 050 02	0.0	EA
0111/009	AIR FILTER, YALE FORKLIFT	2.0	EA
0111/010	OIL FILTER, FRAM PH2849A	1.0	EA
0111/011	SPARK PLUGS - YALE FORKLIFT (W14EX-U)	5.0	EA
0111/013	SPARK PLUG(CHAMPION J19LM/BOBCAT)	1.0	EA
0111/014	SPARK PLUG(CHAMPION RV15YC-4/GRAVELY)	3.0	EA
0145/001	VIB. ELIM. VAF-3 1/4" NOM. 3/8" O.D.	1.0	EA
0145/002	VIB. ELIM. VAF-4 1/2" NOM. 3/8" O.D.	1.0	EA
0145/003	VIB. ELIM. VAF-5 NOM. 5/8" O.D.	0.0	EA
0146/001	VIB. ELIM. VAF-7 5/8" NOM. 3/4" O.D.	12.0	EA
0149/001	VIB. ELIM. VAF-8 3/4" NOM. 7/8" O.D.	0.0	EA
0150/001	VIB. ELIM. 1 1/8" O.D.	2.0	EA
0153/001	FLUXBRUSH	1.0	EA
0155/001	SOLDER, STA-BRITE SILVER 1/8"	4.0	EA
0156/001	SOLDER, 95/5	0.0	EA
0157/001	FITTING BRUSH 1/4"-1/8"	10.0	EA



GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0158/001	FITTING BRUSH 3/8"	10.0	EA
0159/001	FITTING BRUSH 1/2"	5.0	EA
0160/001	FITTING BRUSH 3/4"	4.0	EA
0161/001	45° 1/8"	18.0	EA
0162/001	ELL 1/8"	12.0	EA
0163/001	TEE 1/8"	12.0	EA
0164/001	CAP 1/8"	21.0	EA
0165/001	UNION 1/8"	11.0	EA
0166/001	COUPLING 1/8"	21.0	EA
0167/001	ADAPTOR, MALE 1/8"	18.0	EA
0168/001	ADAPTOR, FEMALE 1/8"	25.0	EA
0169/001	45° 1/4"	11.0	EA
0170/001	ELL 1/4"	31.0	EA
0171/001	TEE 1/4"	15.0	EA
0172/001	CAP 1/4"	16.0	EA
0173/001	UNION 1/4"	10.0	EA
0174/001	COUPLING 1/4"	44.0	EA
0175/001	ADAPTOR, MALE 1/4"	25.0	EA
0176/001	ADAPTOR, FEMALE 1/4"	14.0	EA
0177/001	45° 3/8"	14.0	EA
0178/001	ELL 3/8"	24.0	EA
0179/001	TEE 3/8"	48.0	EA
0180/001	CAP 3/8"	27.0	EA
0181/001	UNION 3/8"	16.0	EA
0182/001	COUPLING 3/8"	27.0	EA
0183/001	ADAPTOR, MALE 3/8"	45.0	EA
0184/001	ADAPTOR, FEMALE 3/8"	15.0	EA
0185/001	45° 1/2"	11.0	EA
0186/001	ELL 1/2"	0.0	EA
0187/001	TEE 1/2"	14.0	EA
0188/001	CAP 1/2"	24.0	EA
0189/001	UNION 1/2"	30.0	EA
0190/001	COUPLING 1/2"	24.0	EA
0191/001	ADAPTOR, MALE 1/2"	10.0	EA
0192/001	ADAPTOR, FEMALE 1/2"	19.0	EA
0193/001	45° 3/4"	3.0	EA
0194/001	ELL 3/4"	1.0	EA
0195/001	TEE 3/4"	13.0	EA
0196/001	CAP 3/4"	32.0	EA
0197/001	UNION 3/4"	29.0	EA
0198/001	COUPLING 3/4"	6.0	EA
0199/001	ADAPTOR, 3/4" MPT	9.0	EA
0200/001	ADAPTOR, 3/4" FEMALE	6.0	EA
0201/001	45° 1"	11.0	EA
0202/001	ELL 1"	9.0	EA
0203/001	TEE 1"	4.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0204/001	CAP 1"	14.0	EA
0205/001	UNION 1"	11.0	EA
0206/001	COUPLING 1"	12.0	EA
0207/001	ADAPTOR, 1" MALE	6.0	EA
0208/001	ADAPTOR, 1" FEMALE	5.0	EA
0209/001	45° 1 1/4"	17.0	EA
0210/001	ELL 1 1/4" 90° COPPER	7.0	EA
0211/001	TEE 1 1/4" COPPER	2.0	EA
0212/001	CAP 1 1/4" COPPER	3.0	EA
0213/001	UNION 1 1/4" COPPER	12.0	EA
0214/001	COUPLING 1 1/4" COPPER	14.0	EA
0215/001	ADAPTOR, MALE 1 1/4" COPPER	3.0	EA
0216/001	ADAPTOR, FEMALE 1 1/4" COPPER	5.0	EA
0217/001	45° 1 1/2"	5.0	EA
0218/001	ELL 1 1/2"	4.0	EA
0219/001	TEE 1 1/2"	6.0	EA
0220/001	CAP 1 1/2"	4.0	EA
0221/001	UNION 1 1/2"	4.0	EA
0222/001	COUPLING 1 1/2"	2.0	EA
0223/001	ADAPTOR, MALE 1 1/2"	11.0	EA
0224/001	ADAPTOR, FEMALE 1 1/2"	4.0	EA
0225/001	45° 2"	4.0	EA
0226/001	ELL 2"	2.0	EA
0227/001	TEE 2"	1.0	EA
0228/001	CAP 2"	2.0	EA
0229/001	UNION 2"	3.0	EA
0230/001	COUPLING 2"	2.0	EA
0231/001	ADAPTOR, MALE 2"	6.0	EA
0232/001	ADAPTOR, FEMALE 2"	3.0	EA
0233/001	STREET 45° ELL 1 1/4"	4.0	EA
0234/001	MISC. REDUCING 90°	4.0	EA
0235/001	MISC. REDUCING TEES	35.0	EA
0236/001	STREET ELL 1"	3.0	EA
0237/001	REDUCING COUPLING 1 1/4" TO 3/4"	13.0	EA
0238/001	REDUCING COUPLING 3/4" TO 1/2"	95.0	EA
0239/001	REDUCING COUPLING 1 1/4" TO 1"	11.0	EA
0240/001	STRAPS 1/8"	4.0	EA
0241/001	STRAPS 1/4"	10.0	EA
0243/001	STRAPS 3/8"	92.0	EA
0244/001	STRAPS 1/2"	53.0	EA
0245/001	STRAPS 3/4"	74.0	EA
0248/001	TUBE HANGER 3/4"	78.0	EA
0249/001	3/4 INCH DRUM FAUCET	4.0	EA
0251/001	PETCOCKS, FEMALE 1/4"-1/4"	0.0	EA
0253/001	3/4" BOILER DRAINS	0.0	EA
0254/001	1/2" COPPER TO COPPER STOP & WAST VALVES	3.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0255/001	3/4" COPPER TO COPPER STOP & WATER VALVES	10.0	EA
0256/001	RODS, SILVER PHOS COPPER BRAZING	22.0	EA
0257/001	TUBING, COPPER 3/16" O.D.	2.0	ROLL
0258/001	TUBING, COPPER 1/4" O.D.	0.0	ROLL
0259/001	TUBING, COPPER 5/16" O.D.	1.0	ROLL
0260/001	TUBING, COPPER 3/8" O.D.	1.0	ROLL
0261/001	TUBING, COPPER 1/2" O.D.	1.0	ROLL
0262/001	TUBING, COPPER 5/8" O.D.	0.0	ROLL
0263/001	TUBING, COPPER 3/4" O.D.	1.0	ROLL
0265/001	CAPS, HOSE 3/4"	20.0	EA
0266/001	GASKET, HOSE	0.0	EA
0267/001	ADAPTOR, 3/4" FPT X 3/4" MHT	0.0	EA
0268/001	ADAPTOR, 3/4" MHT X 3/4" FPT	0.0	EA
0269/001	ADAPTOR, 3/4 MHT X 5/8 HOSE	2.0	EA
0270/001	ADAPTOR, 3/4" FHT X 5/8" HOSE	1.0	EA
0279/001	VALVE, 1" SWEAT GATE	1.0	EA
0281/001	TUBING, COPPER 7/8" O.D.	1.0	ROLL
0289/001	MOISTURE LIQUID INDICATORS	5.0	EA
0291/001	COMPRESSOR OIL-TEST KIT A/C	2.0	EA
0292/001	RELAYS, PVC OVERLOAD	6.0	EA
0293/001	SLEEVE BEARINGS	1.0	EA
0294/001	PIERCING VALVES	2.0	EA
0295/001	REFRIGERATION VALVES	16.0	EA
0296/001	SCALE SNATCHERS FOR TPAC 1-2	3.0	EA
0296/002	DESCALERS FOR TPAC 1-2	2.0	EA
0296/003	LIGHTS, MISC. INDICATOR FOR TPAC 1-2	17.0	EA
0297/001	DETECTOR, GAS LEAK	1.0	EA
0297/002	DETECTOR, WATER TESTMASTER	2.0	EA
0298/001	CLAMP, HOSE 1 1/2" (SIZE 16)	9.0	EA
0298/002	CLAMP, HOSE 1 1/4"	26.0	EA
0299/001	CLAMP, HOSE 1 3/4"	18.0	EA
0299/002	CLAMP, HOSE 2 1/4" (#2W403)	8.0	EA
0299/003	CLAMP, HOSE 4 1/2"	0.0	EA
0300/001	CLAMP, HOSE 1/2"	10.0	EA
0300/002	CLAMP, HOSE 3/4"	10.0	EA
0300/003	CLAMP, HOSE 1"	40.0	EA
0301/001	FIRE LINKAGES	32.0	EA
0302/001	IGNITOR ELECTRODES	12.0	EA
0303/001	BOILER SIGHTGLASS 5/8 X 10"	6.0	EA
0303/002	BOILER SIGHTGLASS 5/8 X 18"	14.0	EA
0303/003	# 3 MARVELL WASHER(RUBBER)	21.0	EA
0303/004	BRASS FRICTION WASHER	22.0	EA
0304/001	GAUGE, WATER	2.0	EA
0304/002	GAUGE COCKS, COMPRESSION	0.0	EA
0305/001	TUBES, ELECTRONIC FOR FIREYES	26.0	EA
0306/001	TAGS, BLOCKING: DO NOT CLOSE	3.0	PKG

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0306/002	TAGS, BLOCKING: DO NOT OPEN	2.0	PKG
0307/001	IGNITION WIRE	0.0	ROLL
0308/001	COUPLING, LOVEJOY L-070	5.0	EA
0308/002	COUPLING, LOVEJOY J75N (BROWNING 24)	7.0	EA
0308/003	COUPLING, LOVEJOY JS5N	2.0	EA
0309/001	COUPLING, CIRCULATING PUMP A/C	2.0	EA
0313/001	QUICK CONNECTS	3.0	EA
0314/001	COOLING TOWER SPRAY HEADS	60.0	EA
0315/001	FITTINGS, GREASE 1/8 STRAIGHT	9.0	EA
0315/002	FITTINGS, GREASE 1/8 90^	1.0	EA
0315/003	FITTINGS, AUTOFEED	6.0	EA
0316/001	FITTINGS, GREASE 1/4 STRAIGHT	20.0	EA
0316/002	FITTINGS, GREASE 1/4 45^	80.0	EA
0316/003	FITTINGS, GREASE 1/4 90^	46.0	EA
0318/001	STEAM TRAPS	3.0	EA
0319/001	RADIATOR VALVES	4.0	EA
0320/001	RADIATOR VALVES	2.0	EA
0321/001	RADIATOR VALVES	13.0	EA
0322/001	GASKET, STEAM-TRAP	24.0	EA
0323/001	THERMOSTAT STEAM TRAP 1/2"	0.0	EA
0324/001	FLOAT, STEAM TRAP	11.0	EA
0325/001	BELLOWS, STEAM TRAP	18.0	EA
0326/001	BELLOWS, STEAM TRAP	22.0	EA
0335/001	WHEEL PULLEY	2.0	EA
0336/001	FASTENERS, MOLLY 1/4" X 3/8" PT	2.0	EA
0336/002	FASTENERS, MOLLY 1/4" X 3/8" HEXHEAD	116.0	EA
0336/003	FASTENERS, MOLLY 1/4" X 3/8"	219.0	EA
0337/001	FASTENERS, MOLLY 1/8" X 1/2"	33.0	EA
0337/002	FASTENERS, MOLLY 3/8" X 3/8"	1.0	EA
0337/003	FASTENERS, MOLLY 1/4" X 1/4"	3.0	EA
0338/001	ANCHORS, STUD 6"	13.0	EA
0338/002	ANCHORS, STUD 9 1/2"	0.0	EA
0339/001	ANCHORS, STUD 3 1/4" X 1/4"	49.0	EA
0339/002	ANCHORS, STUD 3 3/4" X 3/8"	32.0	EA
0340/001	SEALS, WINDOW AND DOOR	0.0	EA
0342/001	ANCHORS, PLASTIC 3/16" X 1"	400.0	EA
0342/003	ANCHORS, PLASTIC 1/4" X 1 1/2"	5.0	EA
0343/001	ANCHORS, MOLLY PLASTIC 3/16"	43.0	EA
0343/002	ANCHORS, MOLLY PLASTIC 3/16" X 100 (SLEEVES)	156.0	EA
0344/001	ANCHORS, RED HEAD 1/2" X 2"	103.0	EA
0345/001	ANCHORS, RED HEAD 1/2" X 1 3/4"	1.0	EA
0345/002	ANCHORS, RED HEAD 1/2" X 2 3/4"	11.0	EA
0346/001	ANCHORS, RED HEAD 5/16" X 1 3/4"	65.0	EA
0346/002	ANCHORS, RED HEAD 1/4" X 1 1/2"	100.0	EA
0347/001	ANCHORS, EXPANSION 5/8" X 2 1/2"	8.0	EA
0347/002	ANCHORS, EXPANSION 3/4" X 2"	2.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0347/003	ANCHORS, EXPANSION 1/2" X 3"	17.0	EA
0348/001	DRIVE PINS 1/4" X 5/8"	9.0	EA
0348/002	DRIVE PINS 1/4" X 3/4"	0.0	EA
0348/003	DRIVE PINS 1/4" X 1 1/2"	98.0	EA
0349/001	DRIVE PINS 1/4" X 1 1/4"	47.0	EA
0349/002	DRIVE PINS 1/4" X 1"	73.0	EA
0350/001	ANCHORS, MACHINE SCREW	14.0	EA
0351/001	ANCHORS, MACHINE SCREW 1/4"	4.0	EA
0351/002	ANCHORS, MACHINE SCREW 1/2"	9.0	EA
0352/001	ANCHORS, MACHINE SCREW 5/16"	23.0	EA
0352/002	ANCHORS, MACHINE SCREW 1/2"	6.0	EA
0353/001	ANCHORS, MACHINE SCREW 3/8" X 64	34.0	EA
0354/001	BOLT, TOGGLE 1/8" X 3"	1.0	EA
0354/002	BOLT, TOGGLE 3/16" X 3"	0.0	EA
0355/001	BOLT, TOGGLE 1/4" X 3"	(9.0)	EA
0355/002	BOLT, TOGGLE 1/2"	5.0	EA
0356/001	SCREW, TOGGLE 1/8" X 3"	0.0	EA
0356/002	SCREW, TOGGLE 1/8" X 4"	29.0	EA
0356/003	SCREW, TOGGLE 3/16" X 3"	21.0	EA
0357/001	SCREW, TOGGLE 3/16" X 4"	87.0	EA
0357/002	SCREW, TOGGLE 1/4" X 4"	42.0	EA
0357/003	SCREW, TOGGLE 1/4" X 3"	45.0	EA
0358/001	SCREW, TOGGLE 1/2" X 4"	7.0	EA
0359/001	SCREW, TOGGLE 3/16" X 6"	65.0	EA
0360/001	SCREW POST 1/4"	432.0	EA
0360/002	SCREW POST 1/2"	221.0	EA
0360/003	SCREW POST 1 1/2"	163.0	EA
0360/004	SCREW POST 2"	242.0	EA
0361/001	SCREW 1/4"	269.0	EA
0361/002	SCREW 3/16"	228.0	EA
0361/003	NAILS, ALUMINUM	8.0	BX
0363/002	SCREW, DRY WALL 2"	41.0	EA
0365/001	BOLT, BARREL STOP 5/8"	1.0	EA
0365/002	BOLT, BARREL STOP 1/4"	21.0	EA
0366/001	BOLT, BARREL 3"	2.0	EA
0366/002	BOLT, BARREL 4"	3.0	EA
0368/001	LOCK, METAL DESK	4.0	EA
0368/002	LOCK, WOODEN DESK	2.0	EA
0368/003	TUBE, GRAPHITE	2.0	EA
0368/004	LOCK, WOODEN DESK	1.0	EA
0369/001	CLOSER, CABINET	8.0	EA
0369/002	DOGGING SCREWS	24.0	EA
0370/002	HASPS, SAFETY HINGED 3 1/2"	1.0	EA
0370/003	HASPS, 4 1/2"	2.0	EA
0370/004	HASPS, 6"	0.0	EA
0374/001	HINGE, 2 1/2"	0.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0376/002	STRAP, 4"	3.0	EA
0377/001	HINGE, BUTT TYPE 1 1/2" X 1 1/2"	0.0	EA
0377/002	HINGE, BUTT TYPE 2" X 2"	8.0	EA
0378/001	HINGE, TRANSOM 3 1/2"	3.0	EA
0378/002	HINGE, TRANSOM 3"	3.0	EA
0379/001	HINGE, DOUBLE	6.0	EA
0380/001	DOOR STOPS (6" CHAIN BOLT-LAWRENCE D146S)	12.0	EA
0381/001	DOOR STOPS MIXED	8.0	EA
0382/001	DOOR STOPS	10.0	EA
0383/001	HOLDER, CARD	7.0	BX
0383/002	HOOK, PICTURE	32.0	EA
0384/001	LOCK, OVERHEAD DOOR	5.0	EA
0385/001	COVER, BRASS	16.0	EA
0386/001	ANCHOR, DROP-IN 1/4"	55.0	EA
0386/002	ANCHOR, DROP-IN 1/2"	4.0	EA
0386/003	ANCHOR, DROP-IN 3/8"	46.0	EA
0387/001	CASTERS(PIANO DOLLY # 3W217A)	0.0	EA
0390/001	MOUSE TRAPS	0.0	EA
0391/001	SWITCH PLATE 1 GANG METAL BROWN	14.0	EA
0391/002	SWITCH PLATE 1 GANG METAL IVORY	13.0	EA
0391/003	SWITCH PLATE 1 GANG METAL STEEL	7.0	EA
0392/001	SWITCH PLATE 1 GANG PLASTIC BROWN	16.0	EA
0392/002	SWITCH PLATE 1 GANG PLASTIC IVORY	9.0	EA
0393/001	BLANK PLATE 1 GANG IVORY	12.0	EA
0393/002	BLANK PLATE 1 GANG METAL BROWN	16.0	EA
0393/003	BLANK PLATE 1 GANG STEEL	12.0	EA
0394/001	DUPLEX RECEPT PLATE METAL BROWN	10.0	EA
0394/002	DUPLEX RECEPT PLATE METAL IVORY	14.0	EA
0394/003	DUPLEX RECEPT PLATE METAL STEEL	15.0	
0395/001	SINGLE RECEPT. PLATE METAL BROWN	19.0	EA
0395/002	SINGLE RECEPT. PLATE METAL IVORY	11.0	EA
0395/003	SINGLE RECEPT. PLATE METAL STEEL	40.0	EA
0396/001	DESPARD PLATE, MISCELLANEOUS	5.0	EA
0397/001	SWITCH PLATE 2 GANG METAL BROWN	19.0	EA
0397/002	SWITCH PLATE 2 GANG METAL IVORY	19.0	EA
0397/003	SWITCH PLATE 2 GANG METAL STEEL	7.0	EA
0398/001	BLANK PLATE 2 GANG METAL BROWN	15.0	EA
0398/002	BLANK PLATE 2 GANG METAL IVORY	15.0	EA
0398/003	BLANK PLATE 2 GANG METAL STEEL	12.0	EA
0399/001	RECEPT PLATE 2 GANG METAL BROWN	14.0	EA
0399/002	RECEPT PLATE 2 GANG METAL IVORY	10.0	EA
0399/003	RECEPT PLATE 2 GANG METAL STEEL	13.0	EA
0400/001	COMB PLATE REC/SW 2 GANG METAL BROWN	17.0	EA
0400/002	COMB PLATE REC/SW 2 GANG METAL IVORY	13.0	EA
0400/003	COMB PLATE REC/SW 2 GANG METAL STEEL	16.0	EA
0401/001	SWITCH PLATE 3 GANG PLASTIC BROWN	4.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0401/002	SWITCH PLATE 3 GANG PLASTIC IVORY	6.0	EA
0402/001	COMP PLATE REC/SW 3 GANG BROWN	9.0	EA
0402/002	COMP PLATE REC/SW 3 GANG IVORY	5.0	EA
0402/003	COMP PLATE REC/SW 3 GANG STEEL	7.0	EA
0403/001	SWITCH PLATE 4 GANG BROWN	9.0	EA
0403/002	SWITCH PLATE 4 GANG IVORY	5.0	EA
0404/001	BLANK PLATE UTILITY	53.0	EA
0404/002	SWITCH PLATE UTILITY	7.0	EA
0405/001	DUPLEX PLATE UTILITY	19.0	EA
0405/002	SINGLE RECEPTICAL PLATE UTILITY	13.0	EA
0406/001	BLANK COVERS 11-B	11.0	EA
0406/002	BLANK COVERS 3 ROUND	6.0	EA
0406/003	BLANK COVERS 4 ROUND	3.0	EA
0406/004	BLANK COVERS 8-B	16.0	EA
0407/001	MUD RINGS 2 GANG	11.0	EA
0407/002	SINGLE GNAG MUD RINGS	18.0	EA
0408/001	PLATE, SWITCH 1 GANG 1900	14.0	EA
0408/002	PLATE, SWITCH 2 GANG 1900	11.0	
0409/001	PLATE, DUPLEX REC/SW 1900	6.0	EA
0409/002	PLATE, RECEPT 2 GANG 1900	7.0	EA
0410/001	PLATE, DUPLEX RECPT 1900	15.0	EA
0411/001	PLATE, SINGLE RECPT 1900	15.0	EA
0412/001	PLATE, BLANK COVER 1900	5.0	EA
0414/001	SWITCH, 3-WAY 15 AMP BROWN	6.0	EA
0414/002	SWITCH, 3-WAY 15 AMP IVORY	8.0	EA
0414/003	SWITCH, 3-WAY 20 AMP BROWN	5.0	EA
0414/004	SWITCH, 3-WAY 20 AMP IVORY	2.0	EA
0415/001	SWITCH, DOUBLE POLE 20 AMP BROWN	8.0	EA
0416/001	SWITCH, SINGLE POLE KEY 20 AMP	7.0	EA
0417/001	PUSH PENNIES 1/2"	28.0	EA
0417/002	PUSH PENNIES 3/4"	23.0	EA
0417/003	PUSH PENNIES 1"	20.0	EA
0417/004	PUSH PENNIES 1 1/4"	21.0	EA
0418/001	SWITCH, SINGLE POLE 20 AMP 120/277V BROWN	11.0	EA
0418/002	SWITCH, SINGLE POLE 20 AMP 120/277V IVORY	6.0	EA
0419/001	SWITCH, DESPARD 20 AMP BROWN	20.0	EA
0419/002	SWITCH, DESPARD 20 AMP IVORY	20.0	EA
0420/001	SWITCH, COMBO 15 AMP BROWN	11.0	EA
0420/002	SWITCH, COMBO 15 AMP IVORY	9.0	EA
0421/001	COMBO SWITCH/RECEPT. 15 AMP BROWN	3.0	EA
0421/002	COMBO SWITCH/RECEPT. 15 AMP IVORY	4.0	EA
0422/001	REMOTE CONTROL SWITCH COVER	0.0	EA
0422/002	SWITCH BLANK BROWN	1.0	EA
0422/003	PLATE SCREWS, 1"	3.0	EA
0423/001	DUPLEX RECEPT. 20 AMP BROWN COPPER WIRE	5.0	EA
0424/001	DUPLEX RECEPT. 20 AMP IVORY COPPER WIRE	0.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0425/001	SINGLE RECEPT. 15 AMP 125V GFI	1.0	EA
0425/002	SINGLE RECEPT. 15 AMP 125V BROWN	6.0	EA
0425/003	SINGLE RECEPT. 15 AMP 125V IVORY	5.0	EA
0426/001	SINGLE RECEPT. 20 AMP 125V BROWN	4.0	EA
0426/002	SINGLE RECEPT. 20 AMP 125V IVORY	4.0	EA
0427/001	SINGLE RECEPT. 20 AMP 125V BROWN	6.0	EA
0427/002	SINGLE RECEPT. 20 AMP 125V IVORY	6.0	EA
0428/001	PILOT LIGHT WITHOUT PLATE FOR I.C. LIGHT	3.0	EA
0428/002	SWITCH MOUNT NEON PILOT LIGHT - GREEN	2.0	EA
0428/003	SWITCH MOUNT NEON PILOT LIGHT - RED	6.0	EA
0429/001	INDICATOR LIGHT, FIRE ALARM - GREEN	8.0	EA
0429/002	INDICATOR LIGHT, FIRE ALARM - RED	18.0	EA
0429/003	INDICATOR LIGHT, FIRE ALARM - YELLOW	28.0	EA
0429/004	PULL STATION REFILL	20.0	EA
0429/005	RETAINING CLIPS FOR INDICATOR LAMPS	19.0	EA
0430/001	PANEL LIGHT 125 V AMBER	6.0	EA
0430/002	PANEL LIGHT 125V GREEN	3.0	EA
0430/003	PANEL LIGHT 125V RED	1.0	EA
0431/001	LAMP, MINIATURE 120PSB SYLVANIA	15.0	EA
0431/002	LAMP, MINIATURE 327 SUNRAY	10.0	EA
0431/003	LAMP, MINIATURE PR18 GENERAL ELECTRIC	15.0	EA
0431/004	LAMP, MINIATURE 1829 GE	20.0	EA
0432/001	INDICATOR LIGHT 3FRK - TURNER EMERG LIGHT	3.0	EA
0432/002	BATTERY PACK - TURNER EMERG LIGHT	4.0	EA
0433/001	LAMP HALOGEN QUARTZ LINE 500W	0.0	EA
0433/002	QUARTZ LAMP FCL 500W/120 V	6.0	EA
0434/001	BULB, INDICATOR 6W 120V CLEAR	42.0	EA
0435/001	ENDS, MALE PLUG 20 AMP	4.0	EA
0435/002	ENDS, MALE PLUG 15 AMP	3.0	EA
0436/001	ENDS, FEMALE PLUG 15 AMP	17.0	EA
0436/002	ENDS, FEMALE PLUG 20 AMP	6.0	EA
0437/001	SCREW ANCHOR KIT 90-052 1"	2.0	EA
0438/001	ENDS, SOLDERLESS 16-14AWG BUTT SPLICE	107.0	EA
0438/002	ENDS, SOLDERLESS 16-14AWG FORK CONNECTOR	100.0	EA
0438/003	ENDS, SOLDERLESS 16-14AWG FEMALE SPADE DISCONNECT	100.0	EA
0438/004	ENDS, SOLDERLESS 16-14AWG MALE SPADE DISCONNECT	136.0	EA
0439/001	ENDS, SOLDERLESS 12-10AWG BUTT SPICE	0.0	EA
0439/002	ENDS, SOLDERLESS 12-10AWG FORK CONNECTOR	300.0	EA
0439/003	ENDS, SOLDERLESS 12-10AWG FEMALE SPADE DISCONNECT	139.0	EA
0439/004	ENDS, SOLDERLESS 12-10AWG MALE SPADE DISCONNECT	38.0	EA
0440/001	GROUND ADAPTERS 2 WIRE TO 3 WIRE	10.0	EA
0442/001	WIRE NUTS 76B RED	139.0	BX
0442/002	B-4-1 BLUE WIRE NUTS	61.0	BX
0442/003	WIRE NUTS HI-6 ORANGE	200.0	EA
0443/001	WIRE NUTS B-1-1 YELLOW	14.0	BX
0443/002	WIRE NUTS G-B-1 GRAY	8.0	BX



GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0444/001	WIRE NUTS B2-1 RED	100.0	EA
0445/001	WIRE CONNECTORS, SELF STRIPPING BLUE	36.0	EA
0445/002	WIRE CONNECTORS, SELF STRIPPING BROWN	78.0	EA
0445/003	WIRE CONNECTORS, SELF STRIPPING RED	43.0	EA
0446/001	WIRE CONNECTORS, SELF STRIPPING YELLOW	501.0	EA
0447/001	TAPE, ELECTRICAL 3-M SUPER 33+	0.0	ROLL
0447/002	TAPE, ELECTRICAL 3-M #35 GREEN	1.0	ROLL
0447/003	TAPE, ELECTRICAL 3-M #35 WHITE	4.0	ROLL
0448/001	TAPE, ELECTRICAL #35 SCOTCH BLUE	3.0	ROLL
0448/002	TAPE, ELECTRICAL #35 SCOTCH BROWN	3.0	ROLL
0448/003	TAPE, ELECTRICAL #35 SCOTCH ORANGE	2.0	ROLL
0448/004	TAPE, ELECTRICAL #35 SCOTCH RED	3.0	ROLL
0448/005	TAPE, ELECTRICAL #35 SCOTCH YELLOW	2.0	ROLL
0449/001	TAPE, ELECTRICAL #69 SCOTCH GLASS CLOTH	2.0	ROLL
0449/002	TAPE, FRICTION BLACK	5.0	ROLL
0449/003	TAPE, #130C SCOTCH LINERLESS RUBBER SPLICING	2.0	ROLL
0449/004	TAPE, #130C SCOTCH GREY	3.0	ROLL
0450/001	MARKER DO NOT OPEN	1.0	PKG
0450/002	MARKER, ELECTRICIAN BLOCKING TAG	1.0	PKG
0451/001	PHOTO ELECTRIC CELL INTERMATIC K4221	1.0	EA
0452/002	STRAIN RELIEF 3/4"	3.0	EA
0452/003	STRAIN RELIEF 1"	2.0	EA
0452/004	WIRE MESH GRIP FOR STRAIN RELIEF CONNECTORS	8.0	EA
0456/001	PULLING ELL 90° 1/2"	3.0	EA
0456/002	PULLING ELL 90° 3/4"	13.0	EA
0456/003	PULLING ELL 90° 1"	2.0	EA
0457/001	FLUORESCENT LAMPHOLDER 13053WN SHORT	12.0	EA
0457/002	FLUORESCENT LAMPHOLDER 13057WN LONG	7.0	EA
0457/003	FLUORESCENT LAMPHOLDER 2534 PLUNGER	6.0	EA
0457/004	FLUORESCENT LAMPHOLDER 2535 FIXED	6.0	EA
0458/001	FLUORESCENT END HARD WIRE SCREW MOUNT T-TYPE	5.0	EA
0458/002	FLUORESCENT END HARD WIRE SCREW MOUNT Y-TYPE	4.0	EA
0458/003	FLUORESCENT END QUCIK WIRE LONG SLIDE ON Y-TYPE	35.0	EA
0459/001	LAMPHOLDER, FLU HO HORIZ CONTACT #464 PLUNGER	16.0	EA
0459/002	LAMPHOLDER, FLU HO HORIZ CONTACT #465 FIXED	8.0	EA
0459/003	LAMPHOLDER, POP-IN DBLE CONTACT HO FIXED	19.0	EA
0459/004	LAMPHOLDER, POP-IN DBLE CONTACT HO PLUNGER	8.0	EA
0460/001	KNOCK OUT BLANKS 1/2"	18.0	EA
0460/002	KNOCK OUT BLANKS 3/4"	66.0	EA
0460/003	KNOCK OUT BLANKS 1"	38.0	EA
0460/004	KNOCK OUT BLANKS 1 1/4"	8.0	EA
0460/005	KNOCK OUT BLANKS 1 1/2"	5.0	EA
0460/006	KNOCK OUT BLANKS 2"	4.0	EA
0461/001	REDUCING WASHERS 3/4" TO 1/2"	82.0	EA
0461/002	REDUCING WASHERS 1" TO 1/2"	183.0	EA
0461/003	REDUCING WASHERS 1" TO 3/4"	36.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0461/004	REDUCING WASHERS 2" TO 1 1/2"	39.0	EA
0461/005	REDUCING WASHERS 2 1/2" TO 2"	0.0	EA
0462/001	LAMP HOLDER, PULL CHAIN PORCELAIN	25.0	EA
0462/002	FIXTURE, PROCELIN 1/2" FEMALE THREAD	2.0	EA
0463/001	REMOTE CONTROL RELAY RR7 GE 24V	5.0	EA
0464/001	HICKEY	92.0	EA
0464/002	LAMP HOLDERS, FLOODLIGHT	2.0	EA
0464/003	SOCKET, PORCELIN CHAIN	0.0	EA
0465/001	FIXTURE RETAINING CLIP	52.0	EA
0465/002	TEMPORARY WIRING PIGTAIL	1.0	EA
0466/001	CHASE NIPPLE 1/2"	46.0	EA
0466/002	CHASE NIPPLE 3/4"	48.0	EA
0467/001	CLOSE NIPPLE 1/2"	21.0	EA
0467/002	CLOSE NIPPLE 3/4"	18.0	EA
0468/001	OFFSET NIPPLE 1/2"	8.0	EA
0468/002	OFFSET NIPPLE 3/4"	22.0	EA
0468/003	OFFSET NIPPLE 1"	15.0	EA
0469/001	LOCK NUT 1/2"	14.0	EA
0469/002	LOCK NUT 3/4"	63.0	EA
0469/003	LOCK NUT 1"	44.0	EA
0469/004	LOCK NUT 1 1/4"	52.0	EA
0470/001	LOCK NUT 1 1/2"	74.0	EA
0470/002	LOCK NUT 2"	(1.0)	EA
0470/003	LOCK NUT 2 1/2"	57.0	EA
0471/001	BOX CONNECTOR, 3/8" STRAIGHT	26.0	EA
0471/002	BOX CONNECTOR, 3/8" 90^	50.0	EA
0472/001	BOX CONNECTOR, 3/8" STRAIGHT DUPLEX	25.0	EA
0472/002	BOX CONNECTOR, 3/8" 90^ DUPLEX	31.0	EA
0473/001	CONNECTOR, GREENFIELD 1/2" STRAIGHT	20.0	EA
0473/002	CONNECTOR, GREENFIELD 1/2" 90^	32.0	EA
0474/001	CONNECTOR, GREENFIELD 3/4" STRAIGHT	17.0	EA
0474/002	CONNECTOR, GREENFIELD 3/4" 90^	17.0	EA
0475/001	REDUCING BUSHING 3/4" TO 1/2"	38.0	EA
0475/002	REDUCING BUSHING 1" TO 3/4"	10.0	EA
0475/003	PLUGS 1/2" WEATHERPROOF	120.0	EA
0475/004	PLUGS 3/4" WEATHERPROOF	17.0	EA
0476/001	CONNECTOR, SEALTIGHT 3/8" STRAIGHT	33.0	EA
0476/002	CONNECTOR, SEALTIGHT 3/8" 90^	15.0	EA
0477/001	CONNECTOR, SEALTIGHT 1/2" STRAIGHT	0.0	EA
0477/002	CONNECTOR, SEALTIGHT 1/2" 90^	1.0	EA
0478/001	CONNECTOR, SEALTIGHT 3/4" STRAIGHT	13.0	EA
0478/002	CONNECTOR, SEALTIGHT 3/4" 90^	11.0	EA
0479/001	CONNECTOR, SEALTIGHT 1" STRAIGHT	14.0	EA
0479/002	CONNECTOR, SEALTIGHT 1" 90^	10.0	EA
0480/001	BOX CONNECTOR, COMPRESSION 1/2"	20.0	EA
0480/002	COUPLING, COMPRESSION 1/2" EMT	27.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0481/001	BOX CONNECTION, COMPRESSION 3/4"	17.0	EA
0481/002	COUPLING, COMPRESSION 3/4" EMT	20.0	EA
0482/001	BOX CONNECTION, COMPRESSION 1"	17.0	EA
0482/002	COUPLING, COMPRESSION 1" EMT F3	24.0	EA
0483/001	BOX CONNECTION, RIDGID THREADLESS 1/2"	21.0	EA
0483/002	COUPLING, COMPRESSION 3/4" MALLEABLE IRON	21.0	EA
0484/001	BUSHING 3/4"	59.0	EA
0484/002	BUSHING 1"	154.0	EA
0484/003	BUSHING 1 1/4"	39.0	EA
0485/001	BOX CONNECTOR, SET SCREW 1/2" (STEEL)	0.0	EA
0485/002	COUPLING, SET SCREW 1/2" EMT	20.0	EA
0486/001	BOX CONNECTOR, SET SCREW 3/4" (STEEL)	23.0	EA
0486/002	COUPLING, SET SCREW 3/4"	29.0	EA
0487/001	BOX CONNECTOR, SET SCREW 1" (STEEL)	24.0	EA
0487/002	COUPLING, SET SCREW 1" EMT	18.0	EA
0488/001	WASHER, FENDER 3/16"	29.0	EA
0488/002	WASHER, FENDER 1/4"	9.0	EA
0488/003	WASHER, FENDER 3/8"	2.0	EA
0488/004	WASHER, FENDER 5/16"	143.0	EA
0489/001	WASHER, FLAT 1/8"	100.0	EA
0489/002	WASHER, FLAT 1/4"	100.0	EA
0489/003	WASHER, FLAT 5/16"	142.0	EA
0489/004	WASHER, FLAT 1/2"	7.0	EA
0489/005	WASHER, FLAT 5/8"	39.0	EA
0489/006	WASHER, FLAT 3/4"	25.0	EA
0490/001	COUPLING, RIGID SET SCREW 1/2"	4.0	EA
0490/002	COUPLING, RIGID SET SCREW 3/4"	8.0	EA
0490/003	COUPLING, RIGID SET SCREW 1"	10.0	EA
0491/001	CONNECTOR, ROMEX 1/2"	66.0	EA
0492/001	CONNECTOR, ROMEX 3/4"	17.0	EA
0492/002	ROMEX CONNECTORS 1"	8.0	EA
0493/001	COUPLING, ALL THREAD 1/4"	89.0	EA
0493/002	COUPLING, ALL THREAD 5/16"	106.0	EA
0493/003	COUPLING, ALL THREAD 3/8"	12.0	EA
0493/004	COUPLING, ALL THREAD 1/2"	38.0	EA
0494/001	CLAMPS, TY-WRAP MOUNTING	100.0	EA
0494/002	CABLE HANGERS	11.0	EA
0495/001	CABLE TIES TY5232M .094 WIDTH X 3 1/2"	200.0	EA
0495/002	CABLE TIES TY524M .140 WIDTH X 5 1/2"	200.0	EA
0495/003	CABLE TIES TC5231M .094 WIDTH X 8"	0.0	EA
0495/004	CABLE TIES TY5253M .184 WIDTH X 11.41"	0.0	EA
0495/005	CABLE TIES TY527M .301 WIDTH X 13.38"	100.0	EA
0496/001	STRAP, BX 1/4" ONE HOLE THIN WALL	18.0	EA
0496/002	STRAP, BX 1/4" ONE HOLE HEAVY WALL	180.0	EA
0497/001	STRAP, 1/2" ONE HOLE/CONDUIT THIN WALL	0.0	EA
0497/002	STRAP, 1/2" ONE HOLE/CONDUIT HEAVY WALL	263.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0497/003	STRAP, 3/4" CONDUIT THIN WALL	15.0	EA
0497/004	STRAP, 3/4" CONDUIT HEAVY WALL	77.0	EA
0498/001	STRAP, 1" ONE HOLE/CONDUIT THIN WALL	23.0	EA
0498/002	STRAP, 1 1/4" ONE HOLE/CONDUIT HEAVY WALL	19.0	EA
0499/001	STRAP, KINDORF 1/2" CONDUIT THIN WALL	33.0	EA
0499/002	STRAP, KINDORF 3/4" CONDUIT THIN WALL	1.0	EA
0499/003	STRAP, KINDORF 1" CONDUIT THIN WALL	28.0	EA
0499/004	STRAP, KINDORF 1 1/4" CONDUIT THIN WALL	10.0	EA
0499/005	STRAP, KINDORF 1 5/8" CONDUIT THIN WALL	0.0	EA
0500/001	LOCKNUTS W/SPRINGS 1/4"	64.0	EA
0500/002	LOCKNUTS W/SPRINGS 3/8"	84.0	EA
0501/001	STAPLES, CABLE INSULATED 3/8" X 1/2"	0.0	EA
0501/002	STAPLES, CABLE 1" X 1/2"	0.0	EA
0501/003	STAPLES, CABLE 1" X 1 1/2"	0.0	EA
0501/004	STRAP, CABLE ROMEX ONE HOLE	0.0	EA
0502/001	STRAP, MADISON	78.0	EA
0503/001	STRAP, RIGID 1/2" CONDUIT ONE HOLE	16.0	EA
0503/002	STRAP, RIGID 2" CONDUIT ONE HOLE	8.0	EA
0504/001	CONNECTOR, SPLIT BOLT #10 AWG COPPER	16.0	EA
0504/002	CONNECTOR, SPLIT BOLT #14-8 AWG COPPER	13.0	EA
0504/003	CONNECTOR, SPLIT BOLT #6 AWG COPPER	12.0	EA
0504/004	CONNECTOR, SPLIT BOLT #4 AWG COPPER	12.0	EA
0504/005	CABLE TAP #2-8 COPPER	21.0	EA
0505/001	LUGS, TERMINAL #16-14 ALUMINUM PLATED	17.0	EA
0505/002	LUGS, TERMINAL #6-14 COPPER	13.0	EA
0505/003	LUGS, TERMINAL #14-8 TIN PLATED	15.0	EA
0505/004	LUGS, TERMINAL #4-0 TIN PLATED 4-1	7.0	EA
0505/005	INSULATORS FOR #8-#2 SPLIT BOLTS	12.0	EA
0506/001	GRID HANGERS (2-PIECE)	117.0	EA
0507/001	BEAM CLAMPS 1/4"	0.0	EA
0507/002	BEAM CLAMPS 3/8"	14.0	EA
0508/001	BEAM CLAMPS COMBO HANGERS 1"	54.0	EA
0509/001	BEAM CLAMPS 3/8 HEAVY DUTY	0.0	EA
0510/001	CONDUIT HANGERS 1/2" SIZE 0	156.0	EA
0511/001	CONDUIT HANGERS 3/4" SIZE 1	19.0	EA
0511/002	CONDUIT HANGERS 1" SIZE 2	14.0	EA
0512/001	CONDUIT HANGERS 1 1/4" SIZE 3	20.0	EA
0512/002	CONDUIT HANGERS 1 1/2" SIZE 4	0.0	EA
0513/001	CONDUIT HANGERS 2" SIZE 5	24.0	EA
0560/001	BLADE, JIGSAW WOOD 8 TOOTH X 3"	0.0	EA
0560/002	BLADE, JIGSAW WOOD 6 TOOTH X 4"	16.0	EA
0560/003	BLADE, JIGSAW WOOD 10 TOOTH X 3"	15.0	EA
0560/004	BLADE, JIGSAW WOOD 10 TOOTH X 4"	4.0	EA
0561/001	BLADE, JIGSAW METAL 24 TOOTH X 3"	13.0	EA
0561/002	BLADE, JIGSAW METAL 32 TOOTH X 3"	0.0	EA
0561/003	BLADE, JIGSAW METAL 18 TOOTH X 3"	7.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0562/001	BLADE, SAWZALL WOOD 6 TOOTH X 6 1/2" W	(3.0)	EA
0562/002	BLADE, SAWZALL WOOD 6 TOOTH X 3 1" W	3.0	EA
0562/003	BLADE, SAWZALL WOOD 6 TOOTH X 6 1" W	9.0	EA
0562/004	BLADE, SAWZALL WOOD 10 TOOTH X 6 1" W	1.0	EA
0563/001	BLADE, SAWZALL METAL 18 TOOTH X 3 1/2"	0.0	EA
0563/002	BLADE, SAWZALL METAL 18 TOOTH X 4"	4.0	EA
0563/003	BLADE, SAWZALL METAL 18 TOOTH X 6"	0.0	EA
0563/004	BLADE, SAWZALL METAL 14 TOOTH X 6"	8.0	EA
0563/005	BLADE, SAWZALL METAL 24 TOOTH X 6"	7.0	EA
0563/006	BLADE, SAWZALL METAL 24 TOOTH X 4"	0.0	EA
0564/001	BLADE, HACKSAW, 24 TOOTH X 12"	4.0	EA
0564/002	BLADE, HACKSAW, 18 TOOTH X 12"	8.0	EA
0564/003	BLADE, HACKSAW 32 TOOTH X 12"	8.0	EA
0575/001	BSK PH/1A/TS/6-6V	1.0	EA
0576/001	BTD 7V 20 AMPS	1.0	EA
0577/001	BULB, FLUORESCENT F15T8/CWX15W	38.0	EA
0577/002	BULB, FLUORESCENT F20T12W	13.0	EA
0577/003	BULB, FLUORESCENT F30T12CWRS 40W	31.0	EA
0577/004	BULB, FLUORESCENT F40/CW	24.0	EA
0577/005	BULB, FLUORESCENT F48T12CW/HO	6.0	EA
0577/006	BULB, FLUORESCENT F6T5/CW	23.0	EA
0577/007	BULB, FLUORESCENT F96T12 (SINGLE PIN)	15.0	EA
0577/008	BULB, FLUORESCENT F96T12/CW/VHO	9.0	EA
0577/009	BULB, FLUORESCENT FB40CW/6 U-SHAPED	2.0	EA
0577/010	BULB, PL/S 7 WATT PHILIPS	15.0	EA
0578/001	BULB, I.C. 3-WAY 50/100/150	7.0	EA
0578/002	BULB, I.C. 100W ROUGH SERVICE	21.0	EA
0578/003	BULB, I.C. 150W	7.0	EA
0578/004	BULB, I.C. 150W FLOODLIGHT	1.0	EA
0578/005	BULB, I.C. 200W	21.0	EA
0578/006	BULB, I.C. 25W CANDELABRA BASED DECORATOR	61.0	EA
0578/007	BULB, I.C. 25W ROUGH SERVICE	43.0	EA
0578/008	BULB, I.C. 25W REGULAR	42.0	EA
0578/009	BULB, I.C. 40W INDUSTRIAL/COMMERCIAL	126.0	EA
0578/011	BULB, I.C. 60W INDUSTRIAL/COMMERCIAL	2.0	EA
0578/012	BULB, I.C. 40 S11N115-125 V	5.0	EA
0579/001	BULB, MEDIUM BASED 60W TUBULAR	1.0	EA
0581/002	CLOTH, RAGS	1.0	BALE
0585/001	LAMP, 12V HVY DUTY CAR LIGHTS	7.0	EA
0586/001	LAMP, EXIT 15W 145V T6 COND. CLEAR	6.0	EA
0588/001	LAMP, MERCURY 400W SYL69421	0.0	EA
0588/002	LAMP, MERCURY H33-GL-400DX	3.0	EA
0588/003	LAMP, MERCURY H36-GW-1000DX	22.0	EA
0588/004	LAMP, MERCURY H38-BP-100DX	5.0	EA
0588/005	LAMP, MERCURY H38-JA-100DX	0.0	EA
0590/001	LAMP, SODIUM LU250 LUCALOX H.D.	0.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0591/001	LENS, LIGHT 2' X 4'	0.0	EA
0592/001	OIL, CAPELLA 5-GAL.	1.0	PAIL
0593/001	CEILING TILE, ARMSTRONG 755B	3.0	CASE
0593/002	TILE, COVE BASE CB40	3.0	EA
0594/001	RED GASKET MATERIAL 1/8" THICK	1.0	SHEET
0594/002	RED GASKET MATERIAL 1/16" THICK	1.0	SHEET
0595/001	GASKET MATERIAL (CRANBERRY) 1/8" THICK	1.0	SHEET
0595/002	GASKET MATERIAL (CRANBERRY) 1/16" THICK	1.0	SHEET
0595/003	GASKET MATERIAL (CRANBERRY) 1/32" THICK	1.0	SHEET
0703/003	M3 LINK FILTER 16 X 88 X 2	12.0	EA
0703/008	M3 LINK FILTER 25 X 108 X 2	15.0	EA
0800/000	JANITORIAL SUPPLIES	0.0	
0800/001	ABSORBANT MATERIAL (OIL & WATER)	0.0	BAG
0801/001	BAGS, LARGE	21.0	BX
0801/002	BAGS, SMALL	9.0	BX
0802/001	VACUUM CLEANER BAGS	2.0	PK
0803/001	BLEACH	15.0	GAL
0804/001	BOTTLES, PUMP SPRAY	8.0	EA
0805/001	BROOMS, PLASTIC	(2.0)	EA
0805/002	BROOMS, TOY	1.0	EA
0805/003	BROOMS, STREET SWEEPING	0.0	EA
0806/001	BRUSHES	1.0	EA
0806/002	BRUSHES, DUSTING	4.0	EA
0806/004	BRUSHES, TOILET BOWL	4.0	EA
0808/001	CLEANER, ALL PURPOSE	16.0	GAL
0808/002	CLEANER, AMMONIA	44.0	QT
0808/003	CLEANER, BOWL - PURGE	0.0	QT
0808/004	CLEANER, CREME - PZAZZ SINK	16.0	QT
0808/005	DAYCON BOWL CLEANER	38.0	BT
0808/006	CLEANER, GLASS	6.0	GAL
0808/007	CLEANER, RUG - SUPER 21	0.0	GAL
0808/008	CLEANER, SPOT (ALL IN ONE)	0.0	QT
0808/009	CLEANER, TRIPLE PLAY	0.0	GAL
0808/012	CLEANER, PIONEER/ECLIPSE	2.5	GAL
0808/013	CLEANER, POWDER/COMET	0.0	EA
0808/014	CLEANER, HERE & NOW	28.0	QT
0808/015	CLEANER, THAT'S IT ALL PURPOSE	0.0	GAL
0808/016	NEUTRA-CLEAN LF	4.0	GAL
0809/001	CLOTHS, TREATED	1.0	CASE
0811/001	DISINFECTANT, VYRASEPT	15.0	EA
0811/002	SYN-PINE Q	13.0	GAL
0811/003	DAY-LITE	1.0	BT
0812/004	DISPENSER, LIQUID SOAP	4.0	EA
0814/001	DUST PANS W/HANDLES	5.0	EA
0814/004	DUSTER, WOOL EX TO 36"	0.0	EA
0815/001	FILTERS, TORNADO	3.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0816/001	FLOOR SEALER	5.0	EA
0816/002	BUFF N KLEEN	7.0	GAL
0816/004	AMON	4.0	GAL
0817/001	FLOOR STRIPPER (EZ-STRIP)	6.0	GAL
0818/001	FLOOR WAX	20.0	GAL
0819/001	GLOVES, RUBBER LARGE	12.0	PR
0819/002	GLOVES, RUBBER MEDIUM	2.0	PR
0819/003	GLOVES, RUBBER SMALL	6.0	PR
0819/004	GLOVES, RUBBER EXTRA LARGE	37.0	PR
0820/001	HANDLES, MOP 54" DRY	2.0	EA
0820/002	HANDLES/PUSH BROOM	0.0	EA
0821/001	HOLDERS, TOILET PAPER	8.0	EA
0823/001	MOP BUCKETS W/CASTERS	0.0	EA
0824/003	MOP HEADS, 24 OZ.	3.0	EA
0824/004	MOP, JOHNNY	0.0	EA
0824/005	MOP, HEADS 32 OZ.	0.0	EA
0825/001	OPENER, BARREL	0.0	EA
0826/001	PADS, BEIGE BUFFING	5.0	EA
0826/002	PADS, BLACK STRIPPING	5.0	EA
0826/003	PADS, CHAMPAIGNE BUFFING	6.0	EA
0826/004	PADS, SCOURING	20.0	EA
0827/002	POLISH, SHEILA SHINE	13.0	EA
0827/003	NEVER-DULL WADDING POLISH	3.0	CN
0829/001	SEAT COVERS, TOILET	2.0	CASE
0829/002	TOILET SEAT (CHURC 295C)	0.0	EA
0830/001	SOAP, HAND BAR	16.0	EA
0830/002	SOAP, LAUNDRY	50.0	LBS
0830/003	SOAP, LOTION HAND RENOUN PINK	10.0	GAL
0830/004	SOAP, TOILET POWDER	6.0	EA
0830/005	RENOWN-PEARL HAND SOAP	28.0	EA
0831/001	SPONGES, CELLULOSE	5.0	EA
0832/001	SQUEEGEES	3.0	EA
0833/001	STRIPPER, BASEBOARD	4.0	CN
0834/001	SWEEPING COMPOUND	0.0	DRUM
0834/002	TSR LIQUID SCALE REMOVER	3.0	BT
0835/001	TANK, PROPANE	9.0	JUG
0836/001	TOILET PAPER	8.0	CASE
0837/001	TOWELS, C-FOLD	37.0	CASE
0837/002	TOWELS, TURKISH ENDS	1.0	EA
0837/003	NU SHEEN POLISH AND CLEANER	2.0	QT
0838/001	URINAL SCREENS	(1.0)	CASE
0846/001	WET FLOOR SIGNS	0.0	EA
0846/002	RESTROOM CLOSED SIGN	0.0	EA
0846/003	WATERLESS SKIN CLEANSER SBS 33	0.0	GAL
0846/004	DISPENSER C-1, WATERLESS SKIN CLEANSER SBS 33	0.0	EA
0847/001	BAG, VINYL REPLACEMENT 25 GAL YELLOW	3.0	EA

GOVERNMENT FURNISHED MATERIAL INVENTORY ON HAND as of 3/30/98			
Item/Key	Description	Actual Qty	Units
0847/002	BAG,VINYL REPLACEMENT, TALL	3.0	EA
0848/001	SHOWER CURTAINS	3.0	EA